

State of Alaska FY2025 Governor's Operating Budget

**Office of the Governor
Lieutenant Governor
Component Budget Summary**

Component: Lieutenant Governor**Contribution to Department's Mission**

The mission of the Lieutenant Governor is to perform duties prescribed by law, including oversight of the Alaska Division of Elections, and assist the Governor in implementing goals and policies.

Core Services

- Supervise the Division of Elections
- Chair, Alaska Historical Commission
- Co-Chair, Statewide Committee on Research, University of Alaska
- Member, Alaska Workforce Investment Board
- Represent Alaska on the National Association of Secretaries of State and the National Lieutenant Governors' Association
- Represent the Governor's Office on the Pacific Northwest Economic Region Executive Committee
- Represent Alaska on the Arctic Winter Games Committee
- Represent Alaska on the Aerospace States Association
- Ex-officio member of the Alaska Travel Industry Association Board of Directors
- Lend support to the Governor's legislation and administrative initiatives
- Champion Alaska's position on Arctic issues locally and internationally
- Certify elections and swear in new legislators
- Supervise the certification process for citizen ballot initiatives and referenda
- Conduct statewide hearings on certified ballot initiatives
- Provide constituent care and communications
- Review and file regulations
- Publish the Alaska Administrative Code and maintain the Online Public Notice System
- Commission notaries public
- Authenticate documents for use in a foreign country
- Certifying agent of Bond Sale Certificates for the State of Alaska
- Regulate use of the State Seal

Major Component Accomplishments in 2023

- Called each house of the 33rd Legislature to order, swore in new members, and called for the election of a temporary president and speaker.
- Chaired the Governor's Alaska Energy Security Task Force.
- Served as a member of the University of Alaska's Arctic Leadership Initiative external advisory committee.
- Authenticated 2,529 documents and produced certificates for use in a foreign country.
- Received and filed 126 regulation projects and sent them for publishing in the Alaska Administrative Code.
- Commissioned 3,044 individuals as notaries public.
- Continued changes required from the federal elections language assistance lawsuit that improved Alaskans' access to election materials and the ballot box.
- Continued efforts for Alaska to use the Electronic Registration Information Center (ERIC) in compliance with Chapter 13, SLA 2016 to strengthen the Division of Elections list of maintenance efforts.
- Gave speeches statewide on the Governor's priorities, Arctic issues, elections, and as requested by the Governor's Office.
- Implemented new district maps after the finalization of the redistricting process.
- Communicated with legislators on election-related bills and other bills affecting the Lt. Governor's Office.
- Coordinated with the Commissioners of the Departments of Natural Resources, Environmental Conservation, and Fish & Game to interface with the many representatives from the federal government in discussions on Arctic issues (U.S Arctic Executive Steering Committee, U.S. Army Reserve Command, Department of State, Department of Defense, etc.).

Key Component Challenges

Because the Lieutenant Governor's Office is a component of the Governor's Office, the guiding department for the Executive Branch, all critical issues facing the state are of concern to this office.

Significant Changes in Results to be Delivered in FY2025

- Conduct statewide Primary and General elections in accordance with state law.
- Schedule and conduct statewide hearings for any certified ballot initiatives.
- Continue work to update Alaska Administrative Code distribution requirements to allow for the electronic distribution of publication materials to municipal governments.
- Advance election integrity and security, including cybersecurity, and raise public confidence in the state's electoral systems and process.
- Fulfill apostille and certificate of authority requests for documents for use in foreign countries.
- Execute extradition and requisition requests through the Department of Law.
- Continue to interface with the federal government regarding research, security, and policy surrounding Arctic issues.

Statutory and Regulatory Authority

AK Constitution Art III, sec. 7-15

AS 01.05.026, AS 15.10.105, AS 15.45.010-465, AS 15.50.010-110, AS 24.05.160, AS 41.35.300-380, AS 44.09.015, AS 44.19.010-046, AS 44.50, AS 44.62

Contact Information
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Lieutenant Governor Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2024 Management Plan	FY2025 Governor		
Full-time	7	7	Annual Salaries	644,207
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	378,067
			<i>Less 0.25% Vacancy Factor</i>	<i>(2,574)</i>
			Lump Sum Premium Pay	0
Totals	7	7	Total Personal Services	1,019,700

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Chief of Staff For Lt Gov	1	0	0	0	1
Executive Assistant	0	0	1	0	1
Lieutenant Governor	1	0	0	0	1
Lt Governor Scheduler	1	0	0	0	1
Notary Comm Administrator	0	0	1	0	1
Reg & Init Spec	0	0	1	0	1
Special Assistant	0	0	1	0	1
Totals	3	0	4	0	7

Component Detail All Funds
Office of the Governor

Component: Lieutenant Governor (11)
RDU: Executive Operations (2)

Non-Formula Component

	FY2023 Actuals	FY2024 Enrolled	FY2024 Authorized	FY2024 Management Plan	FY2025 Governor Adjusted Base	FY2025 Governor	FY2024 Management Plan vs FY2025 Governor		
1000 Personal Services	887.1	1,001.5	1,001.5	1,001.5	1,019.7	1,019.7	18.2	1.8%	
2000 Travel	58.1	85.2	85.2	85.2	85.2	85.2	0.0	0.0%	
3000 Services	175.0	184.6	184.6	184.6	184.6	184.6	0.0	0.0%	
4000 Commodities	6.8	19.0	19.0	19.0	19.0	19.0	0.0	0.0%	
5000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
7000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
8000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
Totals	1,127.0	1,290.3	1,290.3	1,290.3	1,308.5	1,308.5	18.2	1.4%	
Fund Sources:									
1004 Gen Fund (UGF)	1,127.0	1,290.3	1,290.3	1,290.3	1,308.5	1,308.5	18.2	1.4%	
Unrestricted General (UGF)	1,127.0	1,290.3	1,290.3	1,290.3	1,308.5	1,308.5	18.2	1.4%	
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
Other Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
Positions:									
Permanent Full Time	0	7	7	7	7	7	0	0.0%	
Permanent Part Time	0	0	0	0	0	0	0	0.0%	
Non Permanent	0	0	0	0	0	0	0	0.0%	

Change Record Detail - Multiple Scenarios with Descriptions
Office of the Governor

Component: Lieutenant Governor (11)
RDU: Executive Operations (2)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2024 Enrolled To FY2024 Authorized *****												
FY2024 Enrolled												
1004 Gen Fund	Enrolled	1,290.3	1,001.5	85.2	184.6	19.0	0.0	0.0	0.0	7	0	0
		1,290.3										
	Subtotal	1,290.3	1,001.5	85.2	184.6	19.0	0.0	0.0	0.0	7	0	0
***** Changes From FY2024 Management Plan To FY2025 Governor Adjusted Base *****												
FY2025 Salary, Health Insurance, and PERS Rate Adjustments												
1004 Gen Fund	SalAdj	18.2	18.2	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
		18.2										
	Subtotal	1,308.5	1,019.7	85.2	184.6	19.0	0.0	0.0	0.0	7	0	0
***** Changes From FY2025 Governor Adjusted Base To FY2025 Governor *****												
	Totals	1,308.5	1,019.7	85.2	184.6	19.0	0.0	0.0	0.0	7	0	0

Line Item Detail (1676)
Office of the Governor
Travel

Component: Lieutenant Governor (11)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
2000	Travel		58.1	85.2	85.2
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
2000 Travel Detail Totals			58.1	85.2	85.2
2000	In-State Employee Travel	Employee travel in-state	32.9	65.2	65.2
2001	In-State Non-Employee Travel	Non-Employee travel in-state	2.0	0.0	0.0
2002	Out of State Employee Travel	Employee travel out-of-state	23.2	20.0	20.0

Line Item Detail (1676)
Office of the Governor
Services

Component: Lieutenant Governor (11)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000	Services		175.0	184.6	184.6
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000 Services Detail Totals			175.0	184.6	184.6
3000	Education Services	Training, conference fees, professional memberships.	10.0	10.0	10.0
3001	Financial Services	Accounting, auditing and management consulting.	3.8	4.0	4.0
3003	Information Technology	Software licensing and maintenance.	0.6	1.0	1.0
3004	Telecommunications	Long distance, local equipment, wireless service and other telecommunications services from private vendors.	4.1	5.0	5.0
3006	Delivery Services	Freight, courier and postage.	0.5	0.5	0.5
3007	Advertising and Promotions	Public outreach	4.2	4.9	4.9
3008	Utilities	Utility costs	1.8	2.0	2.0
3010	Equipment/Machinery	Office equipment leases and maintenance.	0.7	1.0	1.0
3011	Other Services	Public education, printing, professional and other services.	115.2	121.2	121.2
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Computer services enterprise productivity rate and other non-telecommunications services provided by the Office of Information Technology.	13.8	14.0	14.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunications enterprise productivity rate.	3.9	4.0	4.0
3021	Inter-Agency Mail	Admin - Department-wide Central mail service (I/A transfer to DOA, Shared Services).	4.7	5.0	5.0

Line Item Detail (1676)
Office of the Governor
Services

Component: Lieutenant Governor (11)

Object Class		Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000 Services Detail Totals				175.0	184.6	184.6
3026	Inter-Agency Insurance	Admin - Department-wide	General liability and other insurance costs.	0.3	0.3	0.3
3027	Inter-Agency Financial	Admin - Department-wide	State accounting and payroll system costs (I/A transfer to DOA, Finance).	4.9	5.0	5.0
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Americans with Disabilities Act (I/A transfer to DOA, Personnel)	0.2	0.2	0.2
3037	State Equipment Fleet	Trans - Department-wide	State Equipment Fleet vehicle leasing and maintenance.	6.3	6.5	6.5

Line Item Detail (1676)
Office of the Governor
Commodities

Component: Lieutenant Governor (11)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
4000	Commodities		6.8	19.0	19.0
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
4000 Commodities Detail Totals			6.8	19.0	19.0
4000	Business	Office equipment, personal computers, subscriptions, and business supplies.	5.9	12.0	12.0
4002	Household/Institutional	General supplies.	0.9	6.4	6.4
4004	Safety	Safety supplies.	0.0	0.1	0.1
4020	Equipment Fuel	Fuel charges.	0.0	0.5	0.5

Revenue Detail (1681)
Office of the Governor

Component: Lieutenant Governor (11)

Revenue Type (OMB Fund Code)	Component	Comment	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
Revenue Source					
6004 Gen Fund (1004 Gen Fund)			120.0	125.0	125.0
6001 General Fund Pblc Protection - Other Licenses & Permits		Notary and Apostille fee revenue	120.0	125.0	125.0

Inter-Agency Services (1682)
Office of the Governor

Component: Lieutenant Governor (11)

	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
Component Totals	34.1	35.0	35.0
With Department of Administration	27.8	28.5	28.5
With Department of Transportation and Public Facilities	6.3	6.5	6.5

Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3017 Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Computer services enterprise productivity rate and other non-telecommunications services provided by the Office of Information Technology.	13.8	14.0	14.0
3018 Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Telecommunications enterprise productivity rate.	3.9	4.0	4.0
3021 Inter-Agency Mail	Admin - Department-wide	Central mail service (I/A transfer to DOA, Shared Services).	4.7	5.0	5.0
3026 Inter-Agency Insurance	Admin - Department-wide	General liability and other insurance costs.	0.3	0.3	0.3
3027 Inter-Agency Financial	Admin - Department-wide	State accounting and payroll system costs (I/A transfer to DOA, Finance).	4.9	5.0	5.0
3028 Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Americans with Disabilities Act (I/A transfer to DOA, Personnel)	0.2	0.2	0.2
3037 State Equipment Fleet	Trans - Department-wide	State Equipment Fleet vehicle leasing and maintenance.	6.3	6.5	6.5

Personal Services Expenditure Detail
Office of the Governor

Scenario: FY2025 Governor (20959)
Component: Lieutenant Governor (11)
RDU: Executive Operations (2)

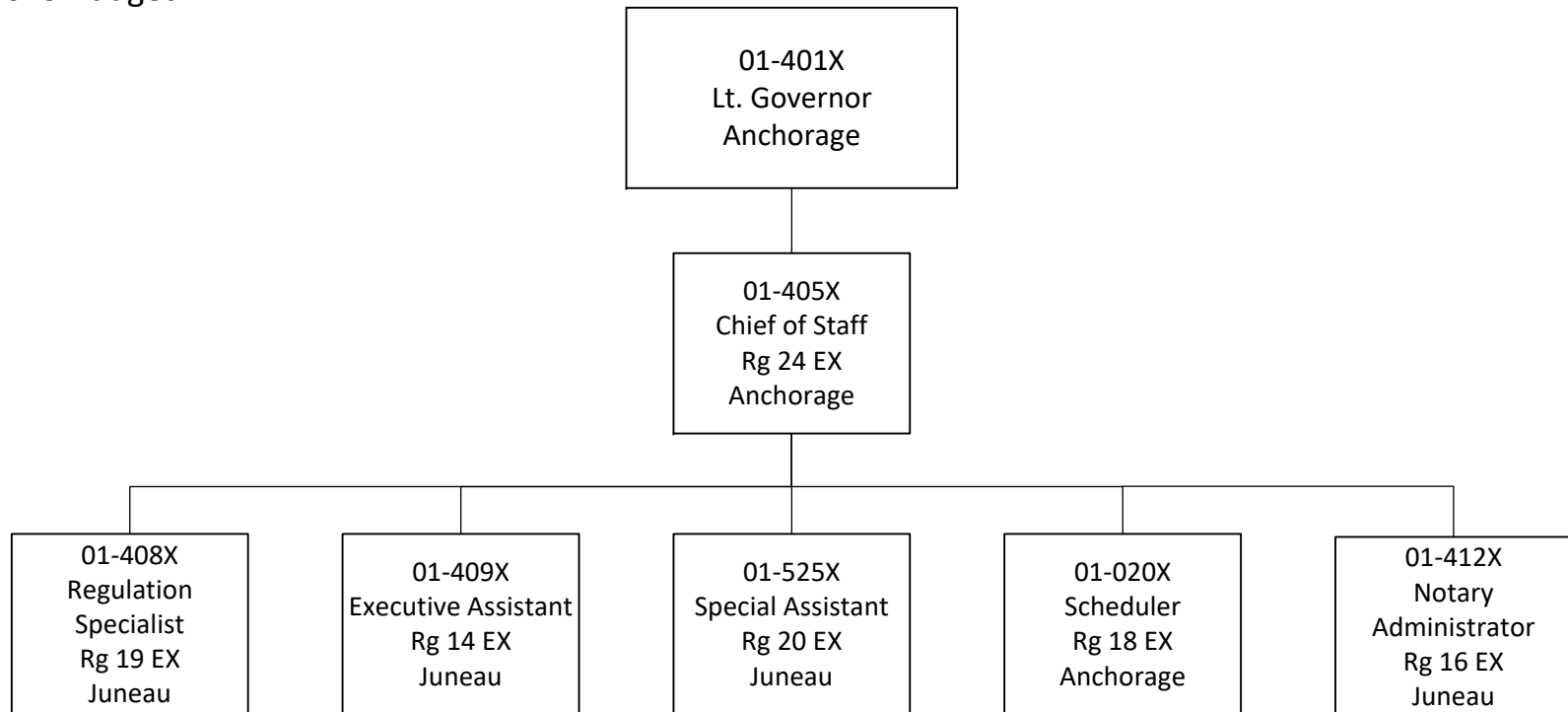
PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	UGF Amount
01-020X	Lt Governor Scheduler	FT	A	XE	Anchorage	N00	18C / D	12.0		69,678	0	0	50,508	120,186	120,186
01-401X	Lieutenant Governor	FT	N	XE	Anchorage	N00	0	12.0		140,000	0	0	40,899	180,899	180,899
01-405X	Chief of Staff For Lt Gov	FT	A	XE	Anchorage	N00	24Q / R	12.0		140,207	0	0	78,445	218,652	218,652
01-408X	Reg & Init Spec	FT	A	XE	Juneau	N05	19F / J	12.0		85,579	0	0	56,806	142,385	142,385
01-409X	Executive Assistant	FT	A	XE	Juneau	N05	14C / D	12.0		54,829	0	0	44,626	99,455	99,455
01-412X	Notary Comm Administrator	FT	A	XE	Juneau	N05	16F	12.0		68,660	0	0	50,105	118,765	118,765
01-525X	Special Assistant	FT	A	XE	Juneau	N05	20D / E	12.0		85,254	0	0	56,678	141,932	141,932

Total Positions				New	Deleted	Total Salary Costs:	
Full Time Positions:	7	0	0			Total COLA:	0
Part Time Positions:	0	0	0			Total Premium Pay:	0
Non Permanent Positions:	0	0	0			Total Benefits:	378,067
Positions in Component:	7	0	0			Total Pre-Vacancy:	1,022,274
						Minus Vacancy Adjustment of 0.25%:	(2,574)
						Total Post-Vacancy:	1,019,700
						Plus Lump Sum Premium Pay:	0
						Personal Services Line 100:	1,019,700

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 Unrestricted General Fund Receipts	1,022,274	1,019,700	100.00%
Total PCN Funding:	1,022,274	1,019,700	100.00%

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

OFFICE OF THE LIEUTENANT
GOVERNOR
FY 2025 Budget



December 15, 2023