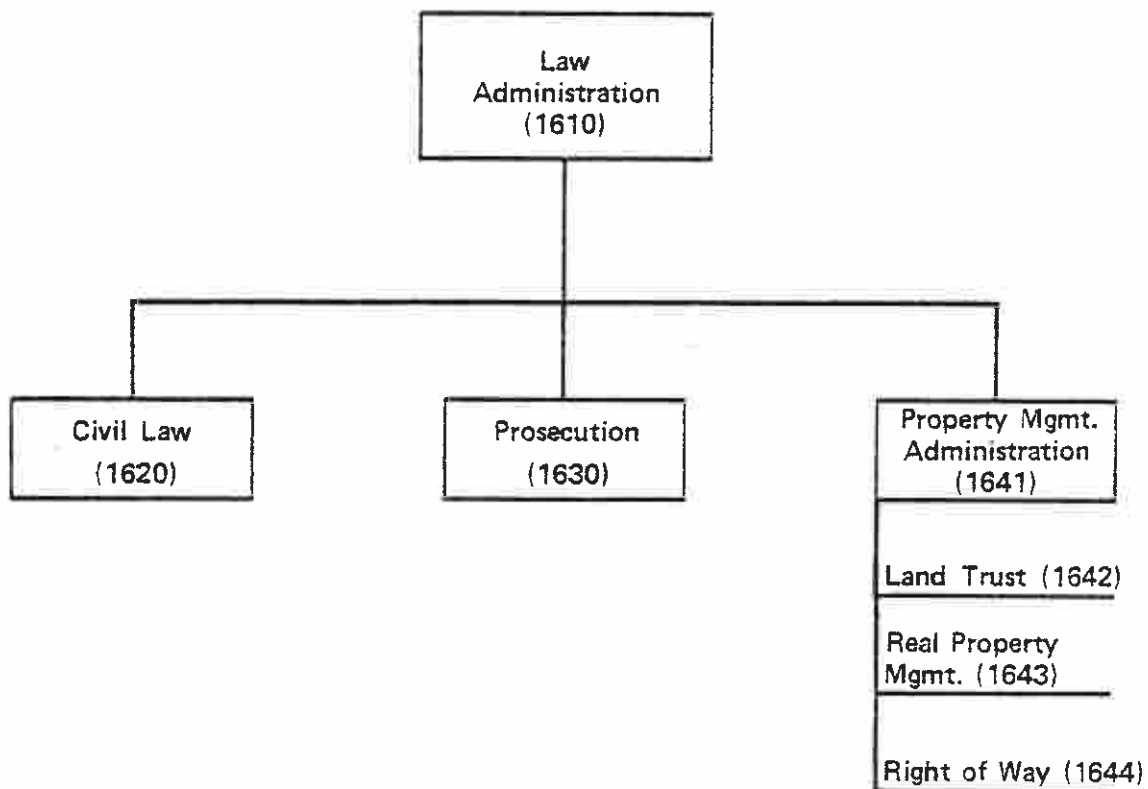


ORGANIZATION CHART
DEPARTMENT OF LAW



DEPARTMENT OF LAW

The Department of Law advises and assists the Municipal administration on legal matters. The department provides legal representation for Municipal departments and prosecution of Municipal law violations. The department also manages all real property holdings of the Municipality and procures additional lands as required to meet the needs of the government.

Law Administration - Law Administration furnishes direction and support to the various divisions of the department which provide legal and property management services to Municipal departments. The division also provides special legal counsel to the Mayor and Assembly.

Civil Law Division - This division provides general legal services and representation to all Municipal government departments and agencies, which include: negotiating, drafting and/or reviewing Municipal contracts; reviewing and/or drafting legislation; administrative and judicial litigation; research and drafting of legal opinions.

Prosecution Division - This division provides prosecution and related criminal justice services for cases involving violations of Municipal penal and traffic codes as well as certain other Municipal ordinances.

Property Management Division - The division manages the real property holdings of the Municipal government and procures real property interests as needed, such as easements, and right-of-entry permits. The division also manages land disposal for property which is deemed excess to Municipal needs. With the conveyance of state lands to the Municipality, the real property management responsibilities of this division have increased. In 1981, a reorganization of the Property Management/Right-of-Way section into three units (Administration, Real Property Management and Right-of-Way) is proposed in response to the growing importance of real property management.

DEPARTMENT

Law

ACCOUNT NUMBER	DIVISIONS/SECTIONS	1979	1980	1981		
		ACTUAL	REVISED	REQUESTED	RECOMMENDED	APPROVED
1610	Law Administration	135,140	163,290	178,120	178,120	178,120
1620	Civil Law	680,360	894,540	968,940	962,490	962,490
1630	Prosecution	449,450	551,870	588,560	583,860	583,860
1641	Property Management- Administration	331,070	414,850	132,300	91,580	91,580
1642	Land Trust	2,200	33,420	78,500	78,500	78,500
1643	Real Property Management	-0-	-0-	101,530	130,210	130,210
1644	Right-Of-Way	-0-	-0-	163,510	133,680	133,680
	Direct Organizational Cost	1,598,220	2,057,970	2,211,460	2,158,440	2,158,440
	Add Intragovernmental Charges	395,380	845,140	1,219,300	1,144,610	1,170,640
	Total Departmental Cost	1,993,600	2,903,110	3,430,760	3,303,050	3,329,080
	Less Intragovernmental Charges	1,827,860	2,335,120	2,663,870	2,519,270	2,560,850
	Function Cost	165,740	567,990	766,890	783,780	768,230
	Less Revenues	14,950	320,390	548,240	592,420	593,140
	Local Tax Cost	150,790	247,600	218,650	191,360	175,090

COMMENTARY

DEPT. Law	UNIT NO. 1600	DIV. Administration	UNIT NO. 1610	SEC.	UNIT NO.
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MISSION

To direct and support the various divisions of the Department of Law assuring that all required legal and property management services are furnished the Municipal government. To provide special legal counsel to the Mayor and Assembly.

SUMMARY DESCRIPTION OF 1981 LEVEL OF SERVICE

One Municipal Attorney, one Executive Secretary providing direct legal support to the Mayor, Assembly, and Executive Committee. Furnishing planning and direction for the Department of Law, one Senior Administrative Officer to do financial planning and control, cost recovery, management reporting and evaluation for the Department.

WORKLOAD	WORK ACTIVITIES	SERVICE PRODUCTS/OUTCOME
46 employees	Personnel management	46 employees directed
Requests from Mayor	Special counsel to Mayor	Advice to Mayor
Requests from Assembly	Assembly counsel	Advice to Assembly
Requests from Executive Committee	Executive Committee counsel	Advice to Executive Committee
		Miscellaneous litigation/drafting services
Three subordinate divisions	Monitoring and evaluation	Operational improvements
Work program and budget	Planning	Department budget
Cost recovery	Intragovernmental billing	100 percent cost recovery

CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1979 ACTUAL	1980 BUDGETED	1981 PLANNED
Percentage of cost recovery	100%	100%	100%
Production of management reports	104	104	104

DEPT.	Unit No.	DIV.	Unit No.	SEC.	Unit No.	
Law	1600	Administration	1610			
FINANCIAL RESOURCES		1979	1980	1981		
		ACTUAL	REVISED	REQUESTED	RECOMMENDED	APPROVED
1000	Personal Services	129,330	155,080	171,620	171,620	171,620
2000	Supplies	1,790	660	710	710	710
3000	Other Services & Charges	4,020	5,780	5,790	5,790	5,790
4000	Debt Service	-0-	-0-	-0-	-0-	-0-
5000	Capital Outlay	-0-	1,770	-0-	-0-	-0-
DIRECT ORGANIZATIONAL COST		135,140	163,290	178,120	178,120	178,120
6000	Intragovernmental Charges	28,780	45,580	37,810	33,440	34,010
BUDGET UNIT COST		163,920	208,870	215,930	211,560	212,130
7000	Intragovernmental Revenue	163,920	208,870	215,930	211,560	212,130
FUNCTION COST		-0-	-0-	-0-	-0-	-0-
Local Revenue:						
	Taxes Other Than Property	-0-	-0-	-0-	-0-	-0-
	Licenses and Permits	-0-	-0-	-0-	-0-	-0-
	Fines and Forfeitures	-0-	-0-	-0-	-0-	-0-
	Charges for Services	-0-	-0-	-0-	-0-	-0-
	Other Local Revenue	-0-	-0-	-0-	-0-	-0-
	Total Local Revenue	-0-	-0-	-0-	-0-	-0-
	State Revenue	-0-	-0-	-0-	-0-	-0-
	Federal Revenue	-0-	-0-	-0-	-0-	-0-
	Fund Balance Appropriated	-0-	-0-	-0-	-0-	-0-
TOTAL REVENUES		-0-	-0-	-0-	-0-	-0-
LOCAL TAXES REQUIRED		-0-	-0-	-0-	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1980 BUDGET	1981		
				REQUESTED	RECOMMENDED	APPROVED
	Municipal Attorney	23E	1	1	1	1
	Senior Administrative Officer	15N F	1	1	1	1
	Junior Administrative Officer	12N F	1	1	1	1
TOTAL			3	3	3	3
NUMBER OF CETA POSITIONS SUPPORTING THIS BUDGET UNIT:			-0-			

DEPT. Law	UNIT NO. 1600	DIV. Civil Law	UNIT NO. 1620	SEC.	UNIT NO.
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MISSION

To provide general legal services and representation to all phases of municipal governmental operations.

SUMMARY DESCRIPTION OF 1981 LEVEL OF SERVICE

Professional staff of eight attorneys and two legal interns, support staff of ten, including four legal secretaries, three collections specialists and three clerical, maintain current response time, continue capability to meet emergency situations, provide code enforcement work and service to boards, commissions and hearing examiners in connection with administrative adjudications.

WORKLOAD	WORK ACTIVITIES	SERVICE PRODUCTS/OUTCOME
Agenda material submitted to Municipal Assembly Requests from Municipal administrators and assembly Legal challenges to all phases of Municipal activities Damage claims against Municipality Municipal contracts Property acquisition General representations Intergovernmental relations (state and federal)	Negotiate/draft/review contracts Review/draft/legislation Research/draft legal opinions Factual investigations Client counseling Litigation (administrative and judicial) Correspondence Negotiations/countinuing legal education Review grant applications Lobbying	Collection of money owed Limitation of Municipal liability Maintenance of all Municipal activities Provide consultations to clients and render opinions requested Contracts drafted/reviewed/enforced Legislation (local, state and federal) drafted/ reviewed/approved Transaction consumated Grants

CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1979 ACTUAL	1980 BUDGETED	1981 PLANNED
Hours of Service	12,039	11,500	10,000
Collection Dollars Recovered	\$474,372	\$360,000	\$300,000
Documents Reviewed	1,002	1,000	850
Collection Cases Processed	Not available	630	550
Percentage of Recovery on Claims	68%	72%	72%

DEPT.	Unit No.	DIV.	Unit No.	SEC.	Unit No.		
Law	1600	Civil Law	1620				
FINANCIAL RESOURCES			1979	1980	1981		
			<i>ACTUAL</i>	<i>REVISED</i>	<i>REQUESTED</i>		
					<i>RECOMMENDED</i>		
					<i>APPROVED</i>		
1000	Personal Services		563,710	644,980	740,330	733,880	733,880
2000	Supplies		7,340	10,280	11,110	11,110	11,110
3000	Other Services & Charges		89,310	220,840	183,300	183,300	183,300
4000	Debt Service		-0-	-0-	-0-	-0-	-0-
5000	Capital Outlay		20,000	18,440	34,200	34,200	34,200
DIRECT ORGANIZATIONAL COST			680,360	894,540	968,940	962,490	962,490
6000	Intragovernmental Charges		181,910	250,880	255,700	270,300	275,430
BUDGET UNIT COST			862,270	1,145,420	1,224,640	1,232,790	1,237,920
7000	Intragovernmental Revenue		708,800	897,820	950,990	934,330	955,730
FUNCTION COST			153,470	247,600	273,650	298,460	282,190
Local Revenue:							
	Taxes Other Than Property		-0-	-0-	-0-	-0-	-0-
	Licenses and Permits		-0-	-0-	-0-	-0-	-0-
	Fines and Forfeitures		-0-	-0-	-0-	-0-	-0-
	Charges for Services		-0-	-0-	-0-	-0-	-0-
	Other Local Revenue		-0-	-0-	-0-	-0-	-0-
	Total Local Revenue		-0-	-0-	-0-	-0-	-0-
	State Revenue		-0-	-0-	50,000	30,000	30,000
	Federal Revenue		-0-	-0-	-0-	-0-	-0-
	Fund Balance Appropriated		-0-	-0-	-0-	77,100	77,100
TOTAL REVENUES			-0-	-0-	50,000	107,100	107,100
LOCAL TAXES REQUIRED			153,470	247,600	223,650	191,360	175,090
PERSONNEL RESOURCES			<i>RANGE & STEP</i>	<i>1980 BUDGET</i>	<i>1981</i>		
					<i>REQUESTED</i>	<i>RECOMMENDED</i>	<i>APPROVED</i>
	Deputy Municipal Attorney	22E	1	1	1	1	1
	Assistant Municipal Attorney	21E	7	7	7	7	7
	Senior Office Associate	10N B-F	7	7	7	7	7
	Public Service Intern	10N A	2T	2T	2T	2T	2T
	Senior Office Assistant	8N C-E	1	2	2	2	2
	Office Assistant	7N D-E	1	1	1	1	1
TOTAL				17+2T	18+2T	18+2T	18+2T
NUMBER OF CETA POSITIONS SUPPORTING THIS BUDGET UNIT:				1			

DEPT. Law	UNIT NO. 1600	DIV. Prosecution	UNIT NO. 1630	SEC.	UNIT NO.
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MISSION

To provide prosecution and related criminal justice services for cases involving violations of Municipal penal and traffic codes as well as other selected municipal ordinances.

SUMMARY DESCRIPTION OF 1981 LEVEL OF SERVICE

Five attorneys, two legal interns and eight support staff budgeted. Prosecution of most categories of misdemeanors as at present.

WORKLOAD	WORK ACTIVITIES	SERVICE PRODUCTS/OUTCOME
8500 new criminal misdemeanor charges; legal advice and in-service training to enforcement agencies; Assistance to enforcement agencies in investigation stages of certain cases; criminal legislation proposals; witnesses for traffic court cases	Screening of 8000 new cases Pre-trial court appearances Trial preparation Trials Legal research and writing Appellate briefs and arguments Maintenance of evidence Case follow up Coordination with Court System	2600 convictions entered 1600 deferred prosecutions 1500 dismissals 20,000 hours volunteer service \$1,300,000 fine and forfeiture revenue 8500 final dispositions Probation revocations filed Officers assisted Ordinances enacted/amended

CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1979 ACTUAL	1980 BUDGETED	1981 PLANNED
Charges handled	6706	7500	8500
Convictions entered	2363	2622	2600
Deferred prosecution	1144	1269	1600
Dismissals	1018	1129	1500
Fines and forfeitures	\$1,060,000	\$1,176,000	\$1,300,000

DEPT. Law	Unit No. 1600	DIV. Prosecution	Unit No. 1630	SEC.	Unit No.
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FINANCIAL RESOURCES		1979	1980	1981		
		ACTUAL	REVISED	REQUESTED	RECOMMENDED	APPROVED
1000	Personal Services	416,710	466,650	496,940	492,240	492,240
2000	Supplies	3,340	2,600	2,800	2,800	2,800
3000	Other Services & Charges	28,120	71,920	70,420	70,420	70,420
4000	Debt Service	-0-	-0-	-0-	-0-	-0-
5000	Capital Outlay	1,280	10,700	18,400	18,400	18,400
DIRECT ORGANIZATIONAL COST		449,450	551,870	588,560	583,860	583,860
6000	Intragovernmental Charges	97,820	130,900	136,780	133,840	150,100
BUDGET UNIT COST		547,270	682,770	725,340	717,700	733,960
7000	Intragovernmental Revenue	547,270	682,770	725,340	717,700	733,960
FUNCTION COST		-0-	-0-	-0-	-0-	-0-
Local Revenue:						
	Taxes Other Than Property	-0-	-0-	-0-	-0-	-0-
	Licenses and Permits	-0-	-0-	-0-	-0-	-0-
	Fines and Forfeitures	-0-	-0-	-0-	-0-	-0-
	Charges for Services	-0-	-0-	-0-	-0-	-0-
	Other Local Revenue	-0-	-0-	-0-	-0-	-0-
	Total Local Revenue	-0-	-0-	-0-	-0-	-0-
	State Revenue	-0-	-0-	-0-	-0-	-0-
	Federal Revenue	-0-	-0-	-0-	-0-	-0-
	Fund Balance Appropriated	-0-	-0-	-0-	-0-	-0-
TOTAL REVENUES		-0-	-0-	-0-	-0-	-0-
LOCAL TAXES REQUIRED		-0-	-0-	-0-	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1980 BUDGET	1981		
				REQUESTED	RECOMMENDED	APPROVED
	Assistant Municipal Attorney	21E	5	5	5	5
	Junior Administrative Officer	12N B-C	1	1	1	1
	Senior Office Associate	10N B-F	3	4	4	4
	Principal Court Clerk	9N F	1	-0-	-0-	-0-
	Public Service Intern	10N A	2T	2T	2T	2T
	Senior Office Assistant	8N B-F	3	3	3	3
TOTAL			13+2T	13+2T	13+2T	13+2T
NUMBER OF CETA POSITIONS SUPPORTING THIS BUDGET UNIT:				-0-		

DEPT.	UNIT NO.	DIV.	UNIT NO.	SEC.	UNIT NO.
Law	1600	Property Management	1640	Administration	1641

MISSION

To direct and support the various sections of the Property Management Division assuring that all required property management services are furnished the Municipal Government and to assure that appropriate and adequate benefits are derived from the possession and utilization of Municipal property.

SUMMARY DESCRIPTION OF 1981 LEVEL OF SERVICE

One Property Management Officer, one secretary and one clerical position providing supervision, filling and typing support for division and maintaining property and right-of-way records.

WORKLOAD	WORK ACTIVITIES	SERVICE PRODUCTS/OUTCOME
Report and audit assistance Supervision of two sections Performance planning Control services Clerical support for real property and right-of-way sections	Negotiating contracts Review of acquisition and disposal documents Coordinate workload and activities for Divisions Performance Evaluation Provide information on land and property matter to the Municipal administration Provide clerical support to two sections Research on land and property matters for Municipal administration	50 appraisals and negotiated contracts Nine personnel evaluations Land information Property status Right-of-Way status Records and files maintained

CHANGES FROM CURRENT LEVEL

Reorganization of division to establish a Property Management Administration and a Real Property section and Right-of Way section. This level would be same as 1980 service level.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1979 ACTUAL	1980 BUDGETED	1981 PLANNED
Number of Projects	175	275	275
Number of Contracts	20	50	50
Number of Project Audits	6	6	6
New Files	689	727	700

RESOURCE SUMMARY

FUND: 0101 Areawide General

DEPT.	Unit No.	DIV.	Unit No.	SEC.	Unit No.	
Law	1600	Property Management	1640	Administration	1641	
FINANCIAL RESOURCES		1979	1980	1981		
		ACTUAL	REVISED	REQUESTED	RECOMMENDED	APPROVED
1000	Personal Services	315,180	362,940	126,500	85,780	85,780
2000	Supplies	4,200	2,000	1,160	1,160	1,160
3000	Other Services & Charges	11,690	39,910	3,860	3,860	3,860
4000	Debt Service	-0-	-0-	-0-	-0-	-0-
5000	Capital Outlay	-0-	10,000	780	780	780
DIRECT ORGANIZATIONAL COST		331,070	414,850	132,300	91,580	91,580
6000	Intragovernmental Charges	82,820	130,810	100,050	100,720	102,330
BUDGET UNIT COST		413,890	545,660	232,350	192,300	193,910
7000	Intragovernmental Revenue	407,870	545,660	232,350	192,300	193,910
FUNCTION COST		6,020	-0-	-0-	-0-	-0-
Local Revenue:						
	Taxes Other Than Property	-0-	-0-	-0-	-0-	-0-
	Licenses and Permits	-0-	-0-	-0-	-0-	-0-
	Fines and Forfeitures	-0-	-0-	-0-	-0-	-0-
	Charges for Services	6,020	-0-	-0-	-0-	-0-
	Other Local Revenue	-0-	-0-	-0-	-0-	-0-
	Total Local Revenue	6,020	-0-	-0-	-0-	-0-
	State Revenue	-0-	-0-	-0-	-0-	-0-
	Federal Revenue	-0-	-0-	-0-	-0-	-0-
	Fund Balance Appropriated	-0-	-0-	-0-	-0-	-0-
TOTAL REVENUES		6,020	-0-	-0-	-0-	-0-
LOCAL TAXES REQUIRED		-0-	-0-	-0-	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1980 BUDGET	1981		
				REQUESTED	RECOMMENDED	APPROVED
	Property Management Officer	21E	1	1	1	1
	Senior Property Acquisition Officer	15N F	1	-0-	-0-	-0-
	Property Acquisition Officer	14 C-F	4	-0-	-0-	-0-
	Assistant Property Acquisition Officer	13 D-E	1	-0-	-0-	-0-
	Office Associate	9 B-C	1	2	1	1
	Senior Office Assistant	8 B-D	2	1	1	1
TOTAL			10	4	3	3
NUMBER OF CETA POSITIONS SUPPORTING THIS BUDGET UNIT:			-0-			

LAND TRUST

Budgeted in this unit are the funds required for the management of the Land Trust Fund. As defined by Section 25.40 of the Municipal Code, this involves monies for the acquisition of real property within the Municipality and for costs associated with such acquisitions.

DEPT. Law	UNIT NO. 1600	DIV. Property Management	UNIT NO. 1640	SEC. Real Property Management	UNIT NO. 1643
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MISSION

To assure that appropriate and adequate benefits are derived from the possession and utilization of municipal property. To efficiently procure those lands needed for governmental and public needs and dispose of lands no longer needed for those purposes.

SUMMARY DESCRIPTION OF 1981 LEVEL OF SERVICE

One Real Property Officer, two Property Acquisition Officers to maintain Municipal leasing out of real property, maintain a land inventory, assist in tax foreclosure sales of real property, conduct mandated sales and purchases of real property and perform necessary appraisal functions.

WORKLOAD

Municipal lands

Municipal lands under leases

Tax foreclosure sales of real property

WORK ACTIVITIES

Mandated land sales

Update and maintain land inventory

Leasing assistance

Maintain leases for various departments

Property sales or acquisition of real property

Appraisals

SERVICE PRODUCTS/OUTCOME

Revenue

Land Inventory Report

CHANGES FROM CURRENT LEVEL

Reorganization of division to accomodate changing nature of work of the division. Level of real property management services would be the same as provided in 1980 prior to reorganization.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1979 ACTUAL	1980 BUDGETED	1981 PLANNED
Land inventory parcels	1000	1500	1650
Leases	Not available	250	300
Land sales	Not available	127	160
Appraisals	Not available	300	400

DEPT.	Unit No.	DIV.	Unit No.	SEC.	Unit No.	
Law	1600	Property Management	1640	Real Property Management	1643	
FINANCIAL RESOURCES		1979	1980	1981		
		ACTUAL	REVISED	REQUESTED	RECOMMENDED	APPROVED
1000	Personal Services	Included in Budget Unit 1641 in 1979 and 1980		92,100	120,780	120,780
2000	Supplies			500	500	500
3000	Other Services & Charges			8,930	8,930	8,930
4000	Debt Service			-0-	-0-	-0-
5000	Capital Outlay			-0-	-0-	-0-
DIRECT ORGANIZATIONAL COST				101,530	130,210	130,210
6000	Intragovernmental Charges			173,550	119,720	120,730
BUDGET UNIT COST				275,080	249,930	250,940
7000	Intragovernmental Revenue			275,080	244,930	245,940
FUNCTION COST				-0-	5,000	5,000
Local Revenue:						
	Taxes Other Than Property			-0-	-0-	-0-
	Licenses and Permits			-0-	-0-	-0-
	Fines and Forfeitures			-0-	-0-	-0-
	Charges for Services			5,000	5,000	5,000
	Other Local Revenue			-0-	-0-	-0-
	Total Local Revenue			5,000	5,000	5,000
	State Revenue			-0-	-0-	-0-
	Federal Revenue			-0-	-0-	-0-
	Fund Balance Appropriated			-0-	-0-	-0-
TOTAL REVENUES				5,000	5,000	5,000
LOCAL TAXES REQUIRED				(5,000)	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1980 BUDGET	1981		
				REQUESTED	RECOMMENDED	APPROVED
	Real Property Officer III	16N C-D	-0-	1	1	1
	Real Property Officer II	15 D-E	-0-	1	2	2
TOTAL			-0-	2	3	3
NUMBER OF CETA POSITIONS SUPPORTING THIS BUDGET UNIT:			-0-			

DEPT. Law	UNIT NO. 1600	DIV. Property Management	UNIT NO. 1640	SEC. Right of Way	UNIT NO. 1644
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MISSION

To acquire the necessary right-of-way easements required for the use of Municipal department and utilities to perform their activities. To obtain necessary permits for use of property in the public domain from federal and state Agencies.

SUMMARY DESCRIPTION OF 1981 LEVEL OF SERVICE

Three Property Acquisition Officers to acquire right-of-way easements, permits and assist in the reconveyance of tax foreclosed property. Contract with private firms for the additional right-of-way acquisition service on an as-needed basis.

WORKLOAD	WORK ACTIVITIES	SERVICE PRODUCTS/OUTCOME
Request for right-of way easement	Negotiation and procurement of easements	Easements and right-of-ways for utilities and Public Works
Tax foreclosure redemptions	Issue reconveyed Tax deeds Administration of contract for procurement of easements and permits	Deeds issued

CHANGES FROM CURRENT LEVEL

Reorganization of division to accomodate changing nature of work of the division. Level of right-of-way acquisition services would be same as provided in 1980 prior to reorganization.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1979 ACTUAL	1980 BUDGETED	1981 PLANNED
Right-of-Way easements	400	300	400
Miscellaneous permits	260	260	360

RESOURCE SUMMARY

FUND: 0101 Areawide General

DEPT.	Unit No.	DIV.	Unit No.	SEC.	Unit No.		
Law	1600	Property Management	1640	Right of Way	1644		
FINANCIAL RESOURCES			1979	1980	1981		
			ACTUAL	REVISED	REQUESTED	RECOMMENDED	APPROVED
1000	Personal Services		Included in Budget Unit 1641 in 1979 and 1980		141,040	111,210	111,210
2000	Supplies				500	500	500
3000	Other Services & Charges				21,970	21,970	21,970
4000	Debt Service				-0-	-0-	-0-
5000	Capital Outlay				-0-	-0-	-0-
DIRECT ORGANIZATIONAL COST					163,510	133,680	133,680
6000	Intragovernmental Charges				100,670	84,770	85,500
BUDGET UNIT COST					264,180	218,450	219,180
7000	Intragovernmental Revenue				264,180	218,450	219,180
FUNCTION COST					-0-	-0-	-0-
Local Revenue:							
	Taxes Other Than Property				-0-	-0-	-0-
	Licenses and Permits				-0-	-0-	-0-
	Fines and Forfeitures				-0-	-0-	-0-
	Charges for Services				-0-	-0-	-0-
	Other Local Revenue				-0-	-0-	-0-
	Total Local Revenue				-0-	-0-	-0-
State Revenue					-0-	-0-	-0-
Federal Revenue					-0-	-0-	-0-
Fund Balance Appropriated					-0-	-0-	-0-
TOTAL REVENUES					-0-	-0-	-0-
LOCAL TAXES REQUIRED					-0-	-0-	-0-
PERSONNEL RESOURCES			RANGE & STEP	1980 BUDGET	1981		
					REQUESTED	RECOMMENDED	APPROVED
	Senior Property Acquisition Officer		15N F	-0-	1	-0-	-0-
	Property Acquisition Officer		14 C-F	-0-	2	2	2
	Junior Property Acquisition Officer		13 B-C	-0-	-0-	1	1
TOTAL				-0-	3	3	3
NUMBER OF CETA POSITIONS SUPPORTING THIS BUDGET UNIT:					-0-		