

CLERK'S OFFICE

APPROVED

Date: 8-6-02

Submitted by:

Chair of the Assembly at the
Request of the Mayor

Prepared by:

Employee Relations

For reading:

July 16, 2002

ANCHORAGE, ALASKA

AO NO. 2002-111

AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE SECTION 3.30.172 TO CLASSIFY
EXECUTIVE POSITIONS AND ADD THE POSITION OF SENIOR FINANCE OFFICER.

THE ANCHORAGE ASSEMBLY ORDAINS:

Section 1. Anchorage Municipal Code subsections 3.30.172F and G are hereby amended to read as follows:
(the remainder of the section is not affected and therefore not set out)

3.30.172

Classification.

B. For the purpose of establishing the appropriate compensation for executive
classifications, six ranges have been established: 20E (for assembly-appointed
classifications), 21E (E-1), 22E (E-2), and 23E (E-3), 24E (E-4) and 25E (E-5).
Assignment of a classification to one of the six ranges is based on the appointing
authority, level and scope of responsibility for policy development and public
advocacy, and particular training and experience necessary to perform the duties.

F The classifications assigned to range 23E, subject to appointment by the mayor, or by
the Anchorage Equal Rights Commission or the police and fire retirement board subject
to the approval of the mayor are:

[DIRECTOR, CULTURAL AND RECREATIONAL SERVICES]

[DIRECTOR, HEALTH AND HUMAN SERVICES]

[MANAGEMENT AND BUDGET DIRECTOR]

Senior Finance Officer

G. The classification assigned to range 24E, subject to appointment by the mayor, are:

* Director, Cultural and Recreation Services

* Director, Health and Human Services

* Director, Management and Budget

(AO No. 79-195; AO No. 91-96; AO No. 92-5 (S); AO No. 92-111; AO No. 94-225, § 3,
12-6-94; AO No. 97-103, § 2, 7-1-97; AO No. 98-79, § 1, 5-19-98; AO No. 98-115 (S), §
4, 7-1-98; AO No. 2000-101 (S); AO No. 2001-56; AO No. 2001-98, § 1, 5-1-01; AO No.
2001-130, §1, 8-1-01; AO No. 2001-132, § 1, 8-14-01)

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Section 2. This ordinance shall become effective upon its passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this 6th day of August 2002.


Chair of the Assembly

ATTEST:


Municipal Clerk

MUNICIPALITY OF ANCHORAGE
Summary of Economic Effects -- General Government

AO Number: 2002- 111 Title: An Ordinance Amending Anchorage Municipal Code Section 3.30.172 to Classify Executive Positions

Sponsor: Employee Relations

Preparing Agency Employee Relations

Others Impacted:

CHANGES IN EXPENDITURES AND REVENUES:

(In Thousands of Dollars)

	<u>FY02</u>	<u>FY03</u>	<u>FY04</u>	<u>FY05</u>	<u>FY06</u>
Operating Expenditures					
1000 Personal Services					
2000 Non-Labor					
3900 Contributions					
4000 Debt Service					
TOTAL DIRECT COSTS:	\$	\$	\$	\$	\$
Add: 6000 Charges from Others					
Less: 7000 Charges to Others					
FUNCTION COST:	\$	\$	\$	\$	\$

REVENUES:

CAPITAL:

POSITIONS: FT/PT and Temp

PUBLIC SECTOR ECONOMIC EFFECTS:

The economic impact is less than \$30,000

PRIVATE SECTOR ECONOMIC EFFECTS:

Prepared by	<u>Karen Moore, Employee Relations</u>	Telephone: <u>343-4514</u>
Validated by OMB:	<u>Cheryl Frasca</u>	Date: <u>7/2/02</u>
Approved by	<u>Debra English for OOH</u> (Director, Employee Relations)	Date: <u>7/2/02</u>
Concurred by	<u></u> (Director, Impacted Agency)	
Approved by	<u></u>	



MUNICIPALITY OF ANCHORAGE

ASSEMBLY MEMORANDUM

No. AM 630-2002

Meeting Date: JULY 16, 2002

FROM: Mayor

SUBJECT: AO2002-111 Amending Municipal Code Section 3.30.172.
Classification.

AMC 3.30.172, Classification, of the Personnel Rules establishes the appropriate compensation for executive classifications. Six ranges have been established. Employee Relations is seeking to amend this section of the Code to change existing range 23E classifications into range 24E, as follows: Director Cultural and Recreational Services, Director Health and Human Services and Director Management and Budget.

In addition, we are requesting approval to establish a new executive classification at range 23E titled Senior Finance Officer. The Senior Finance Officer will manage the Public Finance and Cash Management Division within the Finance Department.

THE ADMINISTRATION RECOMMENDS APPROVAL OF THE ORDINANCE.

Concurrence:

Harry Kieling
Municipal Manager

Prepared by:

David Otto, Director
Employee Relations

Respectfully submitted

George Wuerch

Municipality of Anchorage
MUNICIPAL CLERK'S OFFICE
Agenda Document Control Sheet

Ao 2002-11

(SEE REVERSE SIDE FOR FURTHER INFORMATION)

1	SUBJECT OF AGENDA DOCUMENT An Ordinance Amending Anchorage Municipal Code Section 3.30.172 to Classify Executive Positions	DATE PREPARED May 22, 2002	
		Indicate Documents Attached <input checked="" type="checkbox"/> AO <input type="checkbox"/> AR <input checked="" type="checkbox"/> AM <input type="checkbox"/> AIM	
2	DEPARTMENT NAME Employee Relations	DIRECTOR'S NAME David Otto	
3	THE PERSON THE DOCUMENT WAS ACTUALLY PREPARED BY Karen Moore, Records and Benefits Manager	HIS/HER PHONE NUMBER 343-4514	
4	COORDINATED WITH AND REVIEWED BY	INITIALS	DATE
	X Mayor		
	Heritage Land Bank		
	Merrill Field Airport		
	Municipal Light & Power		
	Port of Anchorage		
	Solid Waste Services		
	Water & Wastewater Utility		
5	X Municipal Manager	M	7/7
	Cultural & Recreational Services		
2	X Employee Relations	DKH	5/22/02
1	X Finance, Chief Fiscal Officer		5/14/02
	Fire		
	Health & Human Services		
4	X Office of Management and Budget	CF	7/3/02
	Management Information Services		
	Police		
	Planning, Development & Public Works		
	Development Services		
	Facility Management		
	Planning		
	Project Management & Engineering		
	Street Maintenance		
	Traffic		
	Public Transportation Department		
	Purchasing		
3	X Municipal Attorney 1224	JWR	6-20-02
	Municipal Clerk		
	Other		
5	Special Instructions/Comments <div style="text-align: center; font-style: italic;">CF. Introduction</div>		
6	ASSEMBLY HEARING DATE REQUESTED June 4, 2002 7/16/02		
7	PUBLIC HEARING DATE REQUESTED 8/6/02		

2002 JUL - 8 AM 11:07
 M.O.A.
 CLERK'S OFFICE