

CLERK'S OFFICE

APPROVED

Date: 4-15-03

Submitted by:

Chair of the Assembly at
the Request of the Mayor

Prepared by:

Finance Department

For reading:

March 18, 2003

ANCHORAGE, ALASKA

AO No. 2003- 61

1 AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE SECTION 3.70.060 TO
2 CHANGE THE DEFINITION OF EXEMPT EMPLOYEES AS RELATED TO THE STAFF OF
3 THE TREASURER.

4
5
6 THE ANCHORAGE ASSEMBLY ORDAINS:

7
8 Section 1. Anchorage Municipal Code subsection 3.70.060C is hereby amended to read as
9 follows: (*The remainder of this section is not affected by this ordinance and is therefore not set out.*)

10
11 *** *** ***
12 C. *Exempt employees.* The following employees shall be exempt from collective bargaining:

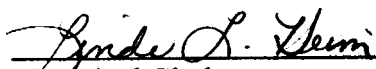
- 13
14 1. All executive employees and those appointed employees as identified in section
15 3.30.012.A;
- 16 2. All supervisory employees as designated by the board upon petition of the municipality;
- 17 3. The office of the mayor, except that employees currently eligible for collective
18 bargaining or bargaining unit members whose positions are reassigned to that office
19 shall only be excluded from bargaining unit membership with the approval of the board;
- 20 4. The staffs of the municipal manager and the executive manager except that employees
21 currently eligible for collective bargaining or bargaining unit members whose positions
22 are reassigned to those offices shall only be excluded from bargaining unit membership
23 with the approval of the board;
- 24 5. The staff of the municipal attorney;
- 25 6. The staff of the internal auditor;
- 26 7. The [STAFF OF THE TREASURER] portion of the treasurer's staff charged with
27 billing and collecting property taxes, collections administration, and direct
28 administrative assistance;
- 29 8. The ombudsman, the staff of the office of the ombudsman, the municipal clerk and the
30 staff of the municipal clerk, and the staff of the equal rights commission;
- 31 9. The staff of the department of employee relations;
- 32 10. Confidential employees who in the normal course of their duties have access to or assist
33 in the preparation of labor relations materials used in negotiations, arbitrations,
34 grievances and board meetings;
- 35 11. The management information systems staff of the municipality except for the records
36 management and reprographics sections;
- 37 12. The staff of the assembly; and
- 38 13. The staff of the police and fire retirement board.
- 39

Section 2. This ordinance shall become effective January 1, 2003.

PASSED AND APPROVED by the Anchorage Assembly this 15th day of April
2003.


Chair of the Assembly

ATTEST:


Municipal Clerk

MUNICIPALITY OF ANCHORAGE
Summary of Economic Effects - General Government

AO Number: 2003- 61 Title: An Ordinance amending AMC Section 3.70.060 to change the defin
of exempt employees as related to the staff of the Treasurer

Preparing Agency: Finance Department

Others Impacted:

CHANGES IN EXPENDITURES AND REVENUES: (Millions of Dollars)					
	FY01	FY02	FY03	FY04	FY05
Operating Expenditures					
1000 Personal Services					
2000 Supplies					
3000 Other Services					
4000 Debt Service					
5000 Capital Outlay					
TOTAL DIRECT COSTS:					
Add: 6000 Charges from Others					
Less: 7000 Charges to Others					
FUNCTION COST:					
REVENUES:	0	0	0	0	
CAPITAL:					
POSITIONS: FT/PT and Temp.					

PUBLIC SECTOR ECONOMIC EFFECTS:

No quantifiable financial effect. The proposed ordinance represents a technical amendment to the Cor to allow the Treasury Division to include both non-represented and union-represented employees. This ordinance is one of the final steps necessary in fully implementing the Finance Department's major reorganization plan.

PRIVATE SECTOR ECONOMIC EFFECTS:

None.

Prepared by: Daniel Moore, Treasurer

Telephone: 343-4092

Validated by OMB: _____

Approved by: Kate Giard, Chief Fiscal Officer
(Director, Preparing Agency)

Concurred by: _____
(Director, Impacted Agency)

Approved by: _____
(Municipal Manager)

Date:



MUNICIPALITY OF ANCHORAGE

ASSEMBLY MEMORANDUM

AM 238 -2003

Meeting Date: March 18, 2003

FROM: Mayor

SUBJECT: Ordinance amending Anchorage Municipal Code Section 3.70.060 to change the definition of exempt employees as related to the staff of the Treasurer

1 The attached ordinance amends Anchorage Municipal Code Section 3.70.060C.7. to change
2 the definition of exempt employees as related to the staff of the Treasurer. Specifically, staff
3 falling under the Treasurer which are to be deemed exempt from a collective bargaining unit
4 will now be restricted to those business units of the Treasurer's Division charged with
5 property taxes billing (Org. 1346 – Taxes Billing) and Administration (Org. 1341) .

6
7 All other staff of the Treasurer, except supervisory personnel, not specifically referenced
8 within the revised definition contained in AMC 3.70.060C.7. are no longer restricted from
9 belonging to a collective bargaining unit.

10 11 Background

12
13 The Finance Department has completed a major departmental reorganization begun in
14 November 2000. Included in the Finance Department's reorganization plan is a formal
15 transfer of the Personal and Business Property Taxes work group from the Property Appraisal
16 Division to the Treasury Division and the consolidation of customer service functions of both
17 Property Appraisal and Treasury to the third floor of City Hall.

18
19 The attached ordinance change is one of the final steps necessary to completing
20 implementation of the Finance Department's reorganization plan.

21
22 Under the current language of AMC 3.70.060C.7. all staff of the Treasurer "shall be deemed
23 exempt employees". The current Municipal Code precludes the Personal and Business
24 Property Taxes work group from becoming the staff of the Treasurer. The attached ordinance
25 is intended to fix this conflict and allow the Personal and Business Property Tax work group
26 to formally become the staff of the Treasurer without losing their collective bargaining status.

27
28 Bringing the Personal and Business Property Taxes work group under the responsibility of the
29 Treasurer recognizes the many common characteristics that exist between that work group
30 and the Treasury Division's Program Taxes work group (i.e., hotel, tobacco, rental vehicle)
31 i.e., both work groups receive and process self-reported filings from businesses operating
32 within the Municipality of Anchorage. In addition, both work groups share a common focus
33 on auditing those businesses required to file and their work is driven by the need to ensure
34 accuracy, completeness, fairness and compliance in administering the local tax laws
35 applicable to businesses.

Subsequent to the passage of this ordinance, cross training of staff will commence and the work groups will be joined. Finance believes this effort, combined with technology improvements underway for the Personal and Business Property Tax system, will substantially increase the effectiveness of both work groups.

THE ADMINISTRATION RECOMMENDS APPROVAL OF THE ATTACHED
ORDINANCE AMENDING AMC 3.70.060 TO CHANGE THE DEFINITION OF EXEMPT
EMPLOYEES AS RELATED TO THE STAFF OF THE TREASURER.

Prepared by: Daniel Moore, Municipal Treasurer
Concurrence: Kate Giard, Chief Fiscal Officer
Concurrence: Harry J. Kieling, Jr., Municipal Manager
Respectfully submitted, George P. Wuerch, Mayor

Content Information

Content ID : 000347

Title: Ordinance amending AMC Section 3.70.060 to change the definition of exempt employees as related to the staff of the Treasurer, Finance

Author: pruittns

Initiating Dept: Finance

Description: AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE SECTION 3.70.060 TO CHANGE THE DEFINITION OF EXEMPT EMPLOYEES AS RELATED TO THE STAFF OF THE TREASURER

Date Prepared: 11/4/02 9:47 AM

Director Name: Kate Giard

Ad 2003-61

2003 MAR 11 AM 9:11

M.O.A

Workflow History

Workflow Name	Action Date	Action	User	Security Group	Content ID	Revision
AllOrdinanceWorkflow	11/4/02 10:00 AM	Checkin	pruittns	Public	000347	0
Finance_SubWorkflow	11/18/02 7:00 PM	Approve	giardkh	Public		0
OMB_SubWorkflow	11/19/02 3:50 PM	Approve	frascaci	Public		0
AllOrdinanceWorkflow	11/26/02 2:42 PM	Reject	wheelerda	Public	000347	0
AllOrdinanceWorkflow	11/27/02 9:11 AM	Checkin		Public	000347	0
Finance_SubWorkflow	11/29/02 1:58 PM	Approve	giardkh	Public		0
AllOrdinanceWorkflow	12/12/02 2:53 PM	Reject	rogersta	Public		0
AllOrdinanceWorkflow	12/13/02 11:08 AM	Checkin	pruittns	Public		0
AllOrdinanceWorkflow	12/13/02 1:25 PM	Reject	giardkh	Public		0
AllOrdinanceWorkflow	12/13/02 1:37 PM	Checkin	pruittns	Public		0
Finance_SubWorkflow	12/17/02 11:20 AM	Approve	giardkh	Public	000347	0
OMB_SubWorkflow	12/27/02 1:30 PM			Public		0
Legal_SubWorkflow	2/25/03 1:25 PM		wheelerda			0
MuniManager_SubWorkflow	3/10/03 4:06 PM	Approve	kielinghj	Public		0
MuniMgrCoord_SubWorkflow	3/10/03 6:10 PM	Approve	bealejl	Public	000347	0

INTRODUCTION