

Submitted by: Chair of the Assembly at the
Request of the Mayor
Prepared by: Office of Economic &
Community Development
For reading: November 9, 2004

CLERK'S OFFICE

APPROVED

Date: 12-7-04

ANCHORAGE, ALASKA

AO No. 2004-136

**AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE CHAPTER 3.20
RELATING TO ORGANIZATION OF THE EXECUTIVE BRANCH.**

THE ANCHORAGE ASSEMBLY ORDAINS:

Section 1. Anchorage Municipal Code section 3.20.010 is amended to replace the *September 9, 2003 Executive Branch Organization* chart, appended/linked to the section, with the *November 2004 - Executive Branch Organization* chart, attached as **Exhibit A**, which corrects omissions in the September 2003 chart, and adds a new department, as follows:

3.20.010 Executive and administrative order.

The executive branch of the municipal government shall be organized as provided in this chapter and the following plan:

TABLE/GRAPHIC LINK: Organizational Chart - November 2004 – Executive Branch Organization [SEPTEMBER 9, 2003 EXECUTIVE BRANCH ORGANIZATION]

(AO No. 79-27; AO No. 88-82; AO No. 90-15(S); AO No. 91-173(S); AO No. 94-135(S), § 2, 7-12-94; AO No. 2000-105(S), § 2, 6-27-00; AO No. 2000-141(S), § 2, 9-26-00; AO No. 2002-130, § 4, 9-10-02; AO No. 2003-109, § 1, 9-9-03)

Section 2. Anchorage Municipal Code section 3.20.070 is amended to read as follows (*the remainder of the section is not affected, and therefore not set out*):

3.20.070 Executive branch organization.

A. Within the office of the mayor and reporting to the mayor or his designee are the following departments:

1. *Municipal attorney.* The department of the municipal attorney is responsible for providing legal services to municipal government, managing all civil litigation to which the municipality is a party, and providing judicial prosecution of misdemeanor criminal offenses in direct support of enforcement activities.
2. *Office of Equal Opportunity.* The Office of Equal Opportunity shall oversee diversity programs, processing of discrimination complaints, and administration of minority business and contract compliance.

[Note: This subsection adopted under AO 2004-132, approved October 12, 2004]

D. Within the office of economic and community development and reporting to the executive director are the following departments:

1. *Planning.* The planning department is responsible for comprehensive land use planning and planning for public facilities, and environmental resources. The department manages the municipality's coastal and wetlands management programs; administers, amends, and enforces the Title 21 land use code; processes applications and prepares recommendations for zoning, conditional use, variance, subdivision and site plan reviews; and provides staff support to the planning and zoning commission, platting board, zoning board of examiners and appeals, urban design commission, and the municipal assembly. The department enforces zoning regulations, and responds to zoning complaints and issues operating permits for B&Bs, mobile home parks, and transmission towers; and also provides technical, GIS mapping, geographic base layers, and website support to all of the departments headquartered in the planning and development center.
2. *Heritage Land Bank.* The Heritage Land Bank Department is responsible for management oversight of the acquisition, retention and disposal of municipal lands within the Heritage Land Bank, to include reserving needed lands for future public uses. The Heritage Land Bank also will be responsible for lease, planning, acquisition, management, maintenance and disposition of real property owned or occupied by the municipality, including the utilities, and tax foreclosures of property.
3. *Port of Anchorage.* The Port of Anchorage is responsible for operating and maintaining port facilities in the municipality.
4. *Anchorage Parks and Recreation.* The Anchorage Parks and Recreation Department is responsible for preserving and enhancing quality of life for present and future generations by providing recreational programs and maximizing use of trails, parks and recreational facilities in the Anchorage Bowl and Girdwood areas.

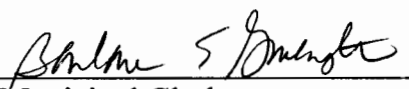
(AO No. 21-76; AO No. 59-76; AO No. 283-76; AO No. 77-359; AO No. 78-82; AO No. 78-113; AO No. 78-121; AO No. 79-27; AO No. 80-5; AO No. 82-49; AO No. 83-159; AO No. 85-8; AO No. 86-204; AO No. 88-47(S); AO No. 88-82; AO No. 89-10; AO No. 89-18; AO No. 89-39; AO No. 90-15(S); AO No. 91-173(S); AO No. 92-79; AO No. 92-148; AO No. 94-135(S), § 8, 7-12-94; AO No. 95-141, § 1, 7-11-95; AO No. 96-47, § 2, 3-5-96; Ord. No. 98-115(S), § 3, 7-1-98; AO No. 2003-109, § 6, 9-9-03)

Section 3. This ordinance shall become effective immediately upon passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this 7th day of December, 2004.


Chair of the Assembly

ATTEST:


Municipal Clerk

MUNICIPALITY OF ANCHORAGE
Summary of Economic Effects -- General Government

AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE 3.20 RELATING
TO THE ORGANIZATION OF THE EXECUTIVE BRANCH AND SETTING FORTH
THE DUTIES AND RESPONSIBILITIES OF EXECUTIVE BRANCH AGENCIES

AO Number: 2004-136

Title:

Sponsor: Mayor
Preparing Agency: Office of Economic and Community Development
Others Impacted:

CHANGES IN EXPENDITURES AND REVENUES:		(In Thousands of Dollars)				
	FY05	FY06	FY07	FY08	FY09	
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 public sector impact is zero. This ordinance establishes Anchorage Parks and Recreation as a department. Operating costs for the new department are no different from operating costs for parks and recreation as a division under the Office of Economic and Community Development.

Although this organizational change does not modify revenues nor expenditures, the proposed 2005 budget does show more revenues and expenditures for Anchorage Parks and Recreation. The increased expenditures are due to programmatic changes: expectations for more recreational activities in 2005 and improved parks planning. Anchorage Parks and Recreation will be responsible for increasing its revenues to cover increased programmatic costs. The new department will seek donations through a new, "Friends of the Parks," organization and a new parks foundation, and the department will also be working on a new fee policy in 2005. There will be no increase in tax support for parks and recreation.

PRIVATE SECTOR ECONOMIC EFFECTS:

The private sector impact is zero from this organizational change.

Although this organizational change by itself has no impact, programmatic changes in 2005 will affect citizens. For example, if Parks and Recreation offers more children's activities, more fee revenues will be generated as a result of higher participation levels.

No fee changes will occur until a new fee policy has been developed and approved by the Assembly. Anchorage Parks and Recreation anticipates bringing a new fee policy forward to the Assembly in March or April of 2005.

Parks and Recreation will also be asking citizens for small donations through a new, "Friends of the Parks," organization and for larger donations through a new foundation.

Executive Branch Organization - December 7, 2004 AO 2004-136

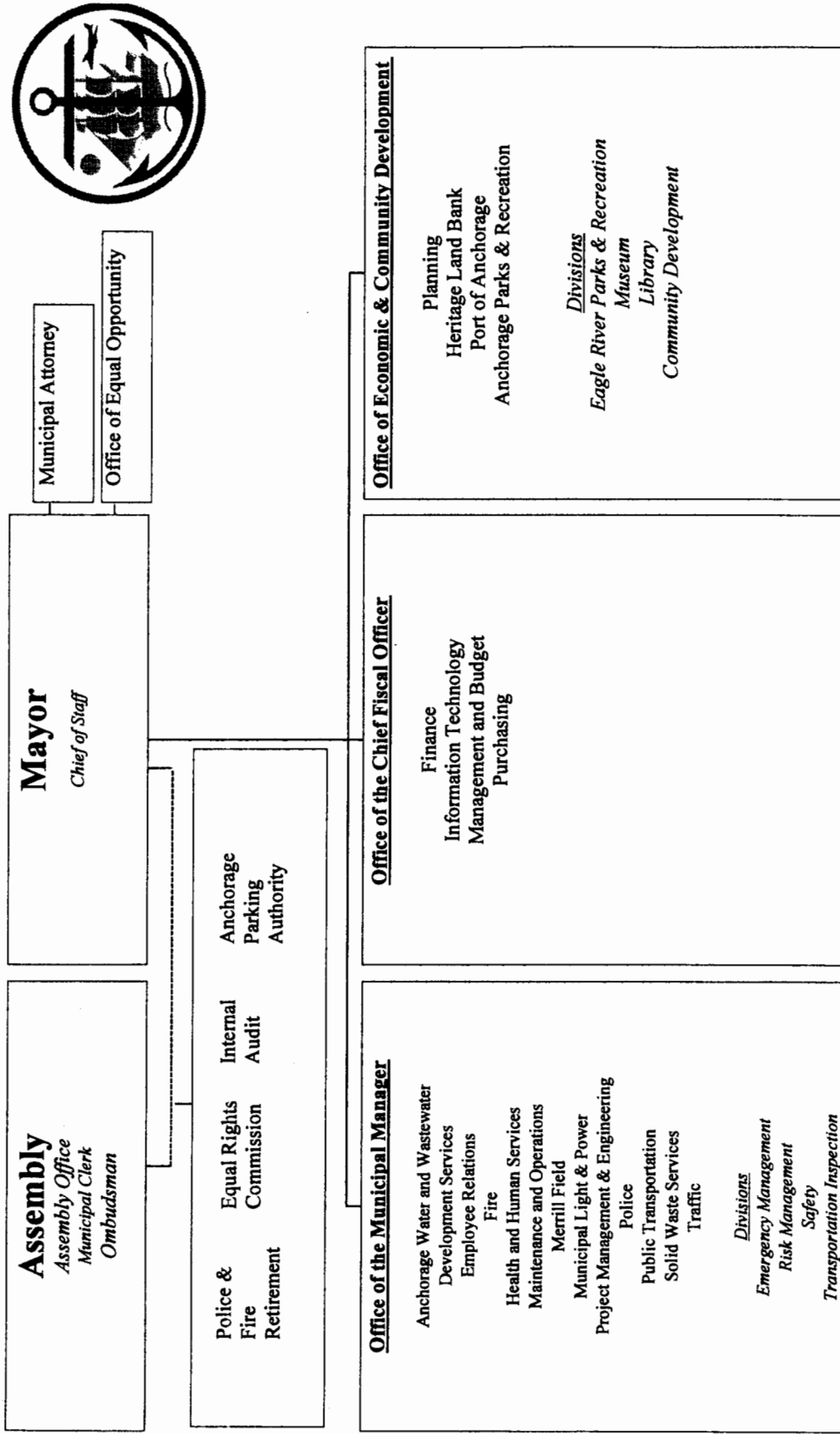


EXHIBIT A

2/10/04



MUNICIPALITY OF ANCHORAGE

ASSEMBLY MEMORANDUM

No. AM 712-2004

Meeting Date: November 9, 2004

From: Mayor

Subject: An Ordinance Amending Anchorage Municipal Code Chapter 3.20 Relating to the Organization of the Executive Branch.

Key goals of this administration are to bolster quality-of-life for municipal residents and to rekindle community spirit. To further those goals, the administration proposes to elevate Anchorage Parks and Recreation from division to department status.

New: *Anchorage Parks and Recreation Department*

As announced in August, the Municipality is changing how parks and recreation services are provided, creating a more decentralized service district system. Four service districts are being created: Northeast, Northwest, Central/Southeast, and Southwest. The Russian Jack and Kincaid Chalets will serve as the district offices for the Northeast and Southwest Districts.

A service district system will facilitate closer collaboration with neighborhoods and better one-stop services for residents. Residents will be able to reserve or register for any recreational program or facility from any district office: No more referrals to one place to register for a program and to another place to reserve a picnic shelter. Essentially, the new Anchorage Parks and Recreation Department will be adopting a district approach to parks and recreational services already used very successfully in the Eagle River area, as well as by many other U.S. communities.

Elevating Anchorage Parks and Recreation to department status recognizes the importance that parks, recreational facilities and programs play in making Anchorage a desirable community: A good place to live and to do business. Tax support for parks and recreation will not increase as a result of the new departmental status. Rather, the Anchorage Parks & Recreation Director and his staff must succeed in their efforts to improve neighborhood relations and to build stronger community support for recreational programs and facilities. Revenue increases will come from higher participation levels, generating more user fees, and from donations through a new "Friends of the Parks" organization, and a new park foundation.

The Anchorage Parks and Recreation Department will be responsible for parks and recreation in the Anchorage Bowl and Girdwood areas. Eagle River/Chugiak Parks and Recreation has its own separate fund, and it will continue to operate as a division under the Office of Economic and Community Development.

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2 THE ADMINISTRATION RECOMMENDS APPROVAL OF THE ORDINANCE
3 AMENDING ANCHORAGE MUNICIPAL CODE CHAPTER 3.20 RELATING TO THE
4 ORGANIZATION OF THE EXECUTIVE BRANCH.
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6 Prepared by: Mary Jane Michael, Executive Director,
7 Economic & Community Development
8 Concur: Denis C. LeBlanc, Municipal Manager
9 Respectfully submitted: Mark Begich, Mayor
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Content Information

Content ID : 002268
Type: Ordinance - AO
Title: AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE
 CHAPTER 3.20 RELATING TO ORGANIZATION OF THE
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Author: katkusja
Initiating Dept: ECD
Review Depts: OMB, MuniManager
Description: Changes the Division of Parks & Recreation to Department of
 Parks and Recreation.
Keywords: Parks and Recreation, Department
Date Prepared: 10/14/04 10:38 AM
Director Name: Mary Jane Michael
Assembly Meeting
Date MM/DD/YY: 11/9/04
Public Hearing Date
MM/DD/YY: 12/7/04

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Workflow History

<u>Workflow Name</u>	<u>Action Date</u>	<u>Action</u>	<u>User</u>	<u>Security Group</u>	<u>Content ID</u>
AllOrdinanceWorkflow	10/14/04 10:47 AM	Checkin	thomasm	Public	002268
ECD_SubWorkflow	10/14/04 10:49 AM	Approve	thomasm	Public	002268
OMB_SubWorkflow	10/25/04 8:20 AM	Approve	pearcydl	Public	002268
Legal_SubWorkflow	10/25/04 2:18 PM	Approve	fehlenrl	Public	002268
MuniManager_SubWorkflow	10/26/04 9:05 PM	Approve	leblancdc	Public	002268
MuniMgrCoord_SubWorkflow	10/27/04 11:39 AM	Checkin	katkusja	Public	002268