

*Failed 7/7/09*

Submitted by: ASSEMBLY MEMBERS GRAY-JACKSON,  
GUTIERREZ, AND SELKREGG  
Prepared by: Assemblymember Gray-Jackson  
For reading: May 12, 2009

ANCHORAGE, ALASKA  
AR NO. 2009-131

**A RESOLUTION OF THE ANCHORAGE MUNICIPAL ASSEMBLY REVISING THE  
2009 GENERAL GOVERNMENT OPERATING BUDGET AND APPROPRIATING TWO  
HUNDRED FORTY-ONE THOUSAND FOUR HUNDRED EIGHTY DOLLARS  
(\$241,480) FROM AREAWIDE GENERAL FUND (101) BALANCE TO REINSTATE  
CERTAIN POSITIONS**

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**Section 1:** That the 2009 General Government Operating Budget is revised by appropriating Two Hundred Forty-One Thousand Five Hundred Dollars (\$241,500) from Areawide General Fund (101) Balance to the departments of the Municipal Manager (\$52,490), Office of Equal Opportunity (\$31,670), Public Transportation (\$82,320) and Operations and Maintenance (\$75,000).

**Section 2:** That this budget revision is effective July 1, 2009.

PASSED AND APPROVED by the Anchorage Assembly this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Municipal Clerk

**Departmental Appropriations:**

Maintenance and Operations – \$75,000  
Municipal Manager – \$52,490  
Office of Equal Opportunity – \$31,670  
Public Transportation - \$82,320



**MUNICIPALITY OF ANCHORAGE**  
**ASSEMBLY MEMORANDUM**  
**NO. AM 279 –2009**

**Meeting Date: May 12, 2009**

**From:** ASSEMBLY MEMBERS GRAY-JACKSON, GUTIERREZ, AND SELKREGG  
**Subject:** **AR 2009–131 A RESOLUTION OF THE ANCHORAGE MUNICIPAL ASSEMBLY  
REVISING THE 2009 GENERAL GOVERNMENT OPERATING BUDGET AND  
APPROPRIATING FUNDS FROM AREAWIDE GENERAL FUND BALANCE TO  
REINSTATE CERTAIN APPROPRIATIONS.**

AR 2009- 131 revises and reinstates three appropriations in the 2009 General Government Operating Budget and adds a part-time position for the Anti-Graffiti Program. AR 2009- 131 proposes to reinstate and add the following:

- Municipal bus service on Veteran's Day and the day after Thanksgiving
- An administrative position within the Office of Equal Opportunity
- A staff position within the Municipal Manager's Office to support the Tri-Borough Anti-Gang and Youth Violence Program.
- A temporary staff position to coordinate the Anti-graffiti Pprogram

The Municipality of Anchorage (MOA), like many other communities, is facing challenging economic times, and must make very difficult and unprecedented funding decisions. This resolution proposes 2009 budget amendments for services that are vital if we are going to maintain our quality of life.

The purpose of municipal government is to provide public services and one of those is affordable public transportation, especially for those who don't have access to other means of transportation. For some, municipal bus service is the only way to access their place of employment. Most of these places of employment are open on Veteran's Day and the day after Thanksgiving. They need to get to work and those that do have the day after Thanksgiving off will shop and, historically, businesses will be able to recoup revenues for the year. As more citizens shift to public transportation, ridership will increase, not decrease. Funding for municipal bus service on Veteran's Day and the day after Thanksgiving should be appropriated in the amount of \$82,320. Total costs for this holiday bus service is \$102,770 with anticipated revenues of \$20,450.

The Office of Equal Opportunity oversees diversity programs, administration of minority business and contract compliance; enforces the MOA policies and procedures against harassment, processes complaints of discrimination, and provides harassment/diversity training to MOA employees, just to name a few of its services. Recent budget reductions eliminated one staff member of the Office of Equal Opportunity. The Assembly heard public testimony on April 28, 2009, requesting this body to rethink this reduction in staff in light of Anchorage being one of the most diverse communities in the country. With only 3 employees, the Office of Equal Opportunity has been able to effectively provide critical services that minimize potential municipal liabilities and reach out within the community to resolve concerns and expand cultural understanding. The attached list highlights some of these functions. It is unrealistic to presume that only two people in this office can manage these services. Funding for an administrative position in the Office of Equal Opportunity should be appropriated in the amount of \$31,670 (includes benefits) which will fund the position through December 31, 2009.

This proposed resolution appropriates funds to reinstate the Anti-Gang and Youth Violence position. This position provides staff support to the Tri-Borough Anti-Gang and Youth Violence Policy Team and maintains the relationship between partner organizations that are keeping important anti-gang

coordination efforts alive. A Memorandum of Understanding is in place that provides staff support through the Municipality of Anchorage. The recent 2009 Report for the Tri-Borough Anti-Gang and Youth Violence Policy Team and Anchorage United for Youth indicated increased state-wide gang activity, mirroring that of the Lower 48, remains a growing concern. In order for Anti-gang efforts to remain successful there has to be staff support. Funding for this position should be appropriated in the amount of \$52,490 (including benefits) which will fund the position through December 31, 2009.

Established in 1995, the "Graffiti Busters" program has been successful in implementing the provisions in AMC 8.20.030. This program consisted of one full-time and one temporary employee. A prior attempt to make both positions full-time failed and resulted in a decreased ability to meet the Program's goals. The Program currently has one full-time position. The attached resolution appropriates funds to add the temporary position to the Program to meet the growing needs within our community. Funding for this part-time staff position should be appropriated in the amount of \$75,000 (includes salary, vehicle, tools, and supplies) which will fund the position through December 31, 2009.

The accounting detail follows:

<u>REVENUE</u>	<u>NAME</u>	<u>AMOUNT</u>
101-0740	Areawide General Fund Balance	\$241,480

<u>EXPENDITURE</u>	<u>NAME</u>	<u>AMOUNT</u>
101-1132	Office of Equal Opportunity	\$31,670
101-1210	Municipal Manager	\$52,490
101-6220	Public Transportation	\$82,320
101-7480	Operations and Maintenance	\$75,000

Your approval of this appropriation is recommended and appreciated.

Prepared by: Assembly Counsel

Fund Certification: Sharon Weddleton, Chief Fiscal Officer

0101-0740 – Areawide General Fund Balance - \$241,480

Respectfully submitted: Assemblymembers Gray-Jackson, Gutierrez, and Selkregg

**The Office of Equal Opportunity is a small office with 4 employees providing critical services to the MOA that minimizes liability for the city and outreaches to the diverse community to resolve concerns and expand cultural understanding. During the 1<sup>st</sup> Quarter budget revision process, the Rural Affairs Coordinator was transferred to the Mayor's Office and the Administrative Assistant was deleted. Below is a summary of the responsibilities of this office.**

1. OEO enforces Policy & Procedure 40-16 (Policy Against Harassment): Federal law (Title VII of the Civil Rights Act of 1964) prohibits employment discrimination based on protected classes: religion, race, color, sex, national origin, disability, age, marital status, pregnancy or parenthood. P&P 40-16 is the city's tool that prohibits employee discrimination and harassment. Harassment can cost our organization in legal fees, damage employee morale and decrease productivity. In order to reduce discrimination complaints and reduce liability, managers and supervisors must be trained to prevent and correct harassment situations at work. Increasing workplace awareness is the first step required to eliminate harassment. Providing the means for employees to feel non-threatened when filing complaints is critical. OEO provides a non-threatening environment where employees feel comfortable filing complaints or inquiring about their issues.
2. OEO enforces Policy and Procedure 20-1 (Processing Complaints of Discrimination). As outlined in the policy, OEO works to resolve complaints by conducting prompt and thorough investigations within 30 days. By resolving informal complaints promptly, employees don't have the need to seek outside assistance with one of the compliance agencies: Anchorage Equal Rights Commission (AERC), State Human Rights Commission, or the EEOC. Failure to investigate discrimination claims timely increases liability for the city. Currently, OEO has 23 open cases alleging discrimination. This number doesn't include any inquiries.
3. OEO provides harassment/diversity trainings to MOA employees: These trainings include a thorough review of both policies (P&P40-16 & P&P20-1). Handout materials are created and disseminated and certificates are disseminated to employees who successfully pass the training. Trainings are on-going and can be scheduled in several ways: Departments can contact OEO to schedule the training; employees can sign-up to attend one of the quarterly trainings thru MuniVerse; OEO outreaches to departments as situations arise or complaints lodged in an effort to reduce liability by providing training to employees immediately. Trainings are tracked and refresher courses are offered to employees. In 2006, 143 employees received training; In 2007, 183 employees were trained; In 2008, 236 employees were trained. Since January, 93 employees received training.
4. OEO manages the Disadvantage Business Enterprise (DBE) Program for municipal projects receiving federal Department of Transportation funds. This year alone, the municipality is working on a wide variety of projects which have received in excess of \$10 million from federal sources. The DBE manager works with a variety of municipal departments, government agencies and contractors to ensure firms owned and controlled by "people of color," women, and other socially and economically disadvantaged persons have the opportunity to grow and become self-sufficient. Federally mandated compliance reports are compiled and filed timely in order to receive federal dollars. Failure to comply with these DBE requirements could result in the Municipality losing millions of dollars in federal funding for much needed road

and transit projects, as well as access to some federal recovery funds. The results of the Disparity Study which was required by the 9<sup>th</sup> Circuit Court shows a continued need for DBE goals. Once the proposed DBE goals receive federal approval, the DBE manager will need to educate the public regarding the reimplementation of these goals. Additionally, efforts to increase the number of certified DBE firms will be essential to ensure these goals are met. Re-establishing DBE goals will also require additional administrative work for the DBE manager, as monthly tracking of utilization of certified DBE firms on USDOT funded projects will be required. The DBE manager will also need to work closely with purchasing to ensure that bid and RFP packets for USDOT funded projects include the appropriate DBE language.

5. Under Municipal code, OEO is responsible for administering the contract compliance program. The purpose of this program is to ensure the Municipality is not discriminating against anyone during the bid/proposal evaluation process and the award of bids. This program also seeks to ensure businesses obtaining Municipal contracts are not discriminating against employees or applicants. All contractors and first-tier subcontractors with the Municipality must complete annual contract compliance forms which are administered by OEO's DBE officer.
6. Rural Affairs Outreach - The Rural Affairs Coordinator primarily works to keep the Mayor aware and involved with issues and concerns within the Native community. The Rural Affairs Coordinator manages the City's AFN welcome effort (with local partners – Anchorage Economic Development Corp, Anchorage Convention & Visitors Bureau, Anchorage Downtown Partnership, Alaska Native Heritage Center, Anchorage Chamber of Commerce, APD, Alaska Native Medical Center, Parking Authority), and assists AFN to organize the annual AFN convention, a weeklong event and Alaska's largest gathering. Representing the MOA on local boards, councils and various meetings, the Rural Affairs Coordinator helps with local issue/solution efforts (public safety, homelessness, food assistance, early education/childcare/graduation, energy issues, cultural preservation, economic development, job training, etc.).
7. OEO manages the MOA's Affirmative Action/Diversity Plan. This annual report allows OEO to monitor the make-up of the Municipal work force. Based on the collected data, OEO works with departments to review goals to increase diversity within the municipal workforce.
8. Promote Diversity by organizing diversity events for municipal employees and the community. Six years ago, OEO launched an annual effort to promote diversity – "Mayor's Diversity Month" - a partnership with the community to educate the community on the importance of inclusion. OEO hosts diversity events throughout the year to outreach to various communities in a genuine and appropriate manner to expand cultural understanding. This year OEO hosted and sponsored: January (MLK Community-wide celebration); February (Black History Month celebration); and March (Women's History Month luncheon). Several events are planned for May: Asian Pacific American Month celebration, community dialogue on race and diversity, and an MOA employee dialogue on race and diversity. This year, mayor's diversity month is September 1 through September 30, 2009. The Mayor's Diversity Dinner is scheduled for September 26, 2009, 7 PM at the Sheraton Hotel. This annual dinner is a fundraiser for OEO. Funds raised from the dinner help support community diversity activities throughout the year.

9. OEO manages and maintains the Multi-cultural Calendar – community groups have access to information through the calendar. The multi-cultural calendar is an opportunity for groups to showcase events and learn what's happening within the community. OEO processes the requests and posts them free of charge to non-profits and diversity groups. Currently, OEO is creating a cultural guide that will provide contact information for all the diverse groups and diverse businesses in Alaska.
10. OEO staffs the MOA's Diversity Advisory Commission and the MOA's Diversity Council.

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THE 2009 GENERAL GOVERNMENT OPERATING BUDGET AND**Title:** APPROPRIATING TWO HUNDRED FORTY-ONE THOUSAND FOUR HUNDRED  
EIGHTY DOLLARS (\$241,480) FROM AREAWIDE GENERAL FUND (101)  
BALANCE TO REINSTATE CERTAIN POSITIONS**Author:** gray-jacksone**Initiating  
Dept:** Assembly**Review  
Depts:** OMB, Finance**Date  
Prepared:** 5/6/09 8:09 PM**Director  
Name:** Debbie Ossiander**Assembly  
Meeting  
Date:** 5/12/09**Public  
Hearing  
Date:** 5/26/09

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FundsAppropWorkflow	5/6/09 8:11 PM	Checkin	Elvi Gray-Jackson	Public	007709



CONSENT AGENDA - INTRODUCTION