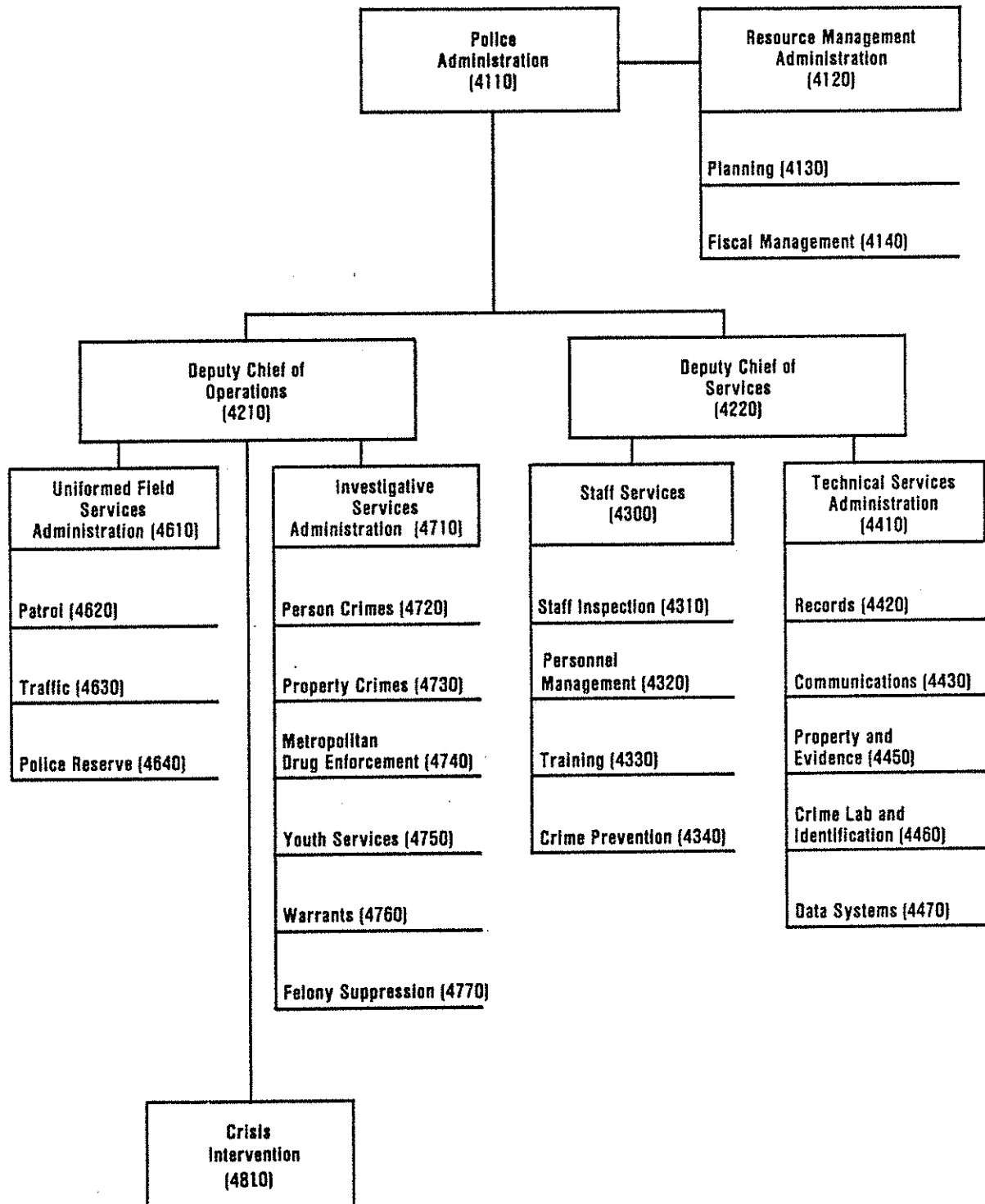


ORGANIZATION CHART

POLICE DEPARTMENT



Department		MAJOR OBJECTIVES FOR 1982	MAJOR OBJECTIVES FOR 1983	MAJOR PROGRAM CHANGES FOR 1983
CODE	BUDGET UNIT			
Police				
4420	Records	-Maintain continuous operation of a police records information system	-Maintain continuous operations of a police records information system	-Two Police Clerk II and one Police Clerk I personnel will respond to 36,000 request for service and process 15,00 police reports
4430	Communication	-Maintain around-the-clock communications support to facilitate responses to requests for service	-Maintain around-the-clock communication support to facilitate responses to requests for service	-Two police Clerk II's will provide centralized switch-board service for all police business lines and crime information computer entry/inquiry support
4470	Data Systems	-Coordinate development of automated data and communications systems, and maintain effective computer system operations	-Coordinate development of automated data and communications systems, and maintain effective computer system operations	-Five Computer Operators will maintain the Computer Assisted Dispatch and Law Enforcement Information System hardware and software in a continuous operational mode
4620	Patrol	-Delivery primary law enforcement service to protect life and property and preserve the public peace	-Delivery primary law enforcement service to protect life and property and preserve the public peace	-Five Patrol Officers will provide 24-hour police protection in one additional patrol area
4630	Traffic	-Enforce traffic laws, investigate traffic accidents and apprehend and process intoxicated drivers for prosecution	-Enforce traffic laws investigate traffic accidents and apprehend and process intoxicated drivers for prosecution	-The reclassification and upgrade one Patrol Officer to Police Corporal will provide intermediate supervisor complete accident reconstruction and follow up of fatality accidents
4720	Person Crimes	-Investigate crimes against persons to identify, apprehend and prosecute offenders	-Investigate crimes against persons to identify, apprehend and prosecute offenders	-Two Patrol Officers will perform original and follow up investigation of 180 cases to apprehend and arrest offenders in crime against persons
4730	Property Crimes	-Investigate crimes involving property to identify apprehend, prosecute offenders and recover property	-Investigate crimes involving property to identify apprehend, prosecute offenders and recover property	-Three Patrol Officers will conduct 817 follow up investigations in the theft, burglary and fraud units
4740	Metro Drug Enforcement	-Investigate crimes involving narcotics and dangerous drugs to identify, apprehend, prosecute offenders, and reduce the availability of narcotics and dangerous drugs	-Investigate crimes involving narcotics and dangerous drugs to identify, apprehend, prosecute offenders, and reduce the availability of narcotics and dangerous drugs	-One Investigator II, three Patrol Officers and one Police Clerk II will provide staffing for a second shift which will investigate 370 additional drug related cases
4760	Warrants	-Transport and guard Municipal prisoners from detention facilities to court proceeding and return to detention; and serve documents generated by the court	-Transport and guard Municipal prisoners from detention facilities to court proceeding and return to detention; and serve documents generated by the court	-One Police Clerk I will provide additional clerical support for computer processing of 13,350 legal documents
4810	Crisis Intervention Response Team	-Assist in the apprehension and prosecution of felony criminal statute violators	-Assist in the apprehension and prosecution of felony criminal statute violators	-Six Patrol Officers will provide additional staff required for implementation of one additional fully trained, operational team

DEPARTMENT					
Police					
ACCOUNT NUMBER	DIVISIONS/SECTIONS	1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
4110	Administration	137,820	155,690	227,160	224,710
4120	Resource Management - Administration	178,340	170,870	96,970	95,750
4130	Planning	-0-	-0-	186,950	184,630
4140	Fiscal Management	79,250	97,690	120,560	119,030
4210	Deputy Chief of Operations	493,930	527,390	673,230	671,860
4220	Deputy Chief of Services	-0-	53,290	109,530	98,600
4310	Staff Inspections	-0-	52,470	176,950	174,760
4320	Personnel Management	140,140	193,740	181,200	179,140
4330	Training	319,870	326,640	361,820	357,990
4340	Crime Prevention	216,290	339,340	718,280	571,090
4410	Technical Services - Administration	91,740	134,040	194,760	192,350
4420	Records	1,019,920	1,403,020	1,711,210	1,642,030
4430	Communications	1,566,920	1,854,790	2,324,930	2,158,320
4450	Property and Evidence	250,080	333,110	362,090	360,160
4460	Crime Lab and Identification	182,520	221,100	256,330	253,590
4470	Data Systems	77,990	106,580	356,100	352,450
4610	Uniformed Field Services - Administration	255,180	304,750	288,570	284,920
4620	Patrol	10,152,380	10,764,670	13,391,710	12,865,130
4630	Traffic	1,500,070	1,734,850	2,256,510	1,940,090
4640	Police Reserve	12,240	20,430	27,260	27,260
4710	Investigation Services - Administration	177,670	363,820	282,250	279,140
4720	Person Crimes	1,129,100	1,136,080	1,543,820	1,521,840
4730	Property Crimes	1,300,370	1,390,510	1,863,260	1,840,410

DEPARTMENT				
Police (continued)				
ACCOUNT NUMBER	DIVISIONS/SECTIONS	1981	1982	1983
		ACTUAL	REVISED	PROPOSED ADOPTED
4740	Metropolitan Drug Enforcement	358,600	472,890	955,950 946,110
4750	Youth Services	465,300	500,720	508,560 502,220
4760	Warrants	509,890	665,820	852,480 789,030
4770	Felony Suppression	-0-	-0-	397,670 393,380
4810	Crisis Intervention	-0-	601,490	1,297,670 1,283,260
	Direct Organizational Cost	20,615,610	23,925,790	31,723,780 30,309,250
	Add Intragovernmental Charges	14,946,170	18,331,060	29,836,160 28,562,210
	Total Department Cost	35,561,780	42,256,850	61,559,940 58,871,460
	Less Intragovernmental Charges	12,408,700	14,928,950	25,341,900 23,972,770
	Function Cost	23,153,080	27,327,900	36,218,040 34,898,690
	Less Operational Revenues	1,267,780	1,373,290	1,427,770 1,460,750
	Net Program Cost	21,885,300	25,954,610	34,790,270 33,437,940

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Administration	UNIT NO. 4110	SEC.	UNIT NO.
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MISSION

To provide administration of department resources to insure the delivery of law enforcement services to the citizens within the Anchorage Police Service Area for the protection of life and property and the preservation of public peace.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

The Police Chief, with clerical support from a Principal Office Associate and a Police Clerk II, will provide policy, procedures, direction and administration of department resources to effectively achieve the mission of the department and insure compliance with Municipal policy and procedures.

WORKLOAD	WORK ACTIVITIES
<ul style="list-style-type: none"> - One Police Department - Other local, state, federal law enforcement agencies and committees 	<ul style="list-style-type: none"> - Executive direction, administration of department affairs, promulgation of policy, establishment of standards, management of resources, implementation of approved recommendations for improvement of services to the public - Attend meetings, conferences and provide information to insure effective coordination of law enforcement efforts

CHANGES FROM CURRENT LEVEL

Addition of one Police Clerk II position by reclassification of one Patrol Officer laterally transferred from Patrol (4620), providing word processing capability and increased clerical support

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE		
DESCRIPTION	1982 BUDGETED	1983 PLANNED
Crime index total	8,210	8,765
Part I clearance rate	26.21%	27.22%
Citizen complaints per 1,000 contacts	2	3
Crime prevention personal contacts per 1,000 population	189.9	224.6

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Administration	4110		

FINANCIAL RESOURCES	1981	1982	1983	
	ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:				
Personal Services	117,100	126,530	188,870	186,420
Supplies	1,000	3,640	3,000	3,000
Other Services & Charges	19,720	25,520	34,960	34,960
Debt Service	-0-	-0-	-0-	-0-
Capital Outlay	-0-	-0-	330	330
DIRECT ORGANIZATIONAL COST	137,820	155,690	227,160	224,710
Intragovernmentals from Others	44,690	107,260	458,390	469,090
BUDGET UNIT COST	182,510	262,950	685,550	693,800
Intragovernmentals to Others	182,290	219,190	685,550	693,800
FUNCTION COST	220	43,760	-0-	-0-
LESS OPERATIONAL REVENUES:				
Licenses and Permits	-0-	-0-	-0-	-0-
Fines and Forfeitures	-0-	-0-	-0-	-0-
Charges for Service	30	-0-	-0-	-0-
Other Operational Revenues	-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES	30	-0-	-0-	-0-
NET PROGRAM COST	190	43,760	-0-	-0-

PERSONNEL RESOURCES	RANGE & STEP	1982 BUDGET	1983	
			PROPOSED	ADOPTED
Chief of Police	22 E	1	1	1
Principal Office Associate	12N D	1	1	1
Police Clerk II	14PI A	-0-	1	1
TOTAL		2	3	3

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Resource Management	UNIT NO. 4111	SEC. Administration	UNIT NO. 4120
MISSION To provide effective management of departmental resources through planning and fiscal management activities.					
SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE One Police Captain will provide command supervision of subordinate employees, recommend operational policy, develop, implement and evaluate operational procedures and methods, and respond to information inquiries from the department administration and other divisions.					
WORKLOAD - Needs assessment of personnel, equipment, facilities and fiscal requirements		WORK ACTIVITIES - Prioritize, assess, research and evaluate department programs to determine needs for personnel, equipment, facilities and fiscal resources; project and forecast socio-economic and demographic data to support long range plans for delivery of effective law enforcement services; direct staff research and analysis, evaluate alternatives and formulate recommendations			
CHANGES FROM CURRENT LEVEL This is current level and includes the lateral transfer of one Police Captain to Planning (4130)					
PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE					
DESCRIPTION			1982 BUDGETED	1983 PLANNED	
Policy recommendations			10	10	
Procedures implemented			12	18	
Capital improvement projects			4	5	

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Resource Management	4111	Administration	4120
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		169,580	165,570	95,500	94,280
Supplies		390	1,810	360	360
Other Services & Charges		8,370	2,790	1,110	1,110
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		-0-	700	-0-	-0-
DIRECT ORGANIZATIONAL COST		178,340	170,870	96,970	95,750
Intragovernmentals from Others		54,430	77,610	114,540	115,050
BUDGET UNIT COST		232,770	248,480	211,510	210,800
Intragovernmentals to Others		229,970	242,440	211,510	210,800
FUNCTION COST		2,800	6,040	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		20	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		20	-0-	-0-	-0-
NET PROGRAM COST		2,780	6,040	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Captain		18N F	2	1	1
TOTAL			2	1	1

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Resource Management	UNIT NO. 4111	SEC. Planning	UNIT NO. 4130
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MISSION

To develop and implement short and long range prioritized plans that enable delivery of community responsive and cost effective law enforcement services.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Captain and one Police Lieutenant will analyze, research and develop programs, goals, objectives, standards and evaluators to identify short and long range alternatives for implementation of a prioritized plan providing delivery of community responsive and cost effective law enforcement services.

WORKLOAD

- Research and development of department goals and objectives

WORK ACTIVITIES

- Analysis, research and development of programs, grants, goals, objectives, standards and evaluators; assessment of needs for personnel, equipment and facilities; collection, indexing and storage of data and records for management information system to support decision making processes; continuous assessment of community needs for law enforcement service

CHANGES FROM CURRENT LEVEL

This is current level and includes the lateral transfers of one Police Captain from Resource Management Administration (4120), and one Police Lieutenant from Personnel Management (4320), to provide staff for this program.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Statistical reports	Not Available	48
Programs evaluated	Not Available	110
Trend analyses	Not Available	10
Capital improvement projects	Not Available	3
Grant applications processed	Not Available	6
Research projects	Not Available	5

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Resource Management	4111	Planning	4130
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		New	New	180,930	178,610
Supplies		Budget	Budget	750	750
Other Services & Charges		Unit	Unit	5,270	5,270
Debt Service		in	in	-0-	-0-
Capital Outlay		1983	1983	-0-	-0-
DIRECT ORGANIZATIONAL COST				186,950	184,630
Intragovernmentals from Others				135,760	135,170
BUDGET UNIT COST				322,710	319,800
Intragovernmentals to Others				322,710	319,800
FUNCTION COST				-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits				-0-	-0-
Fines and Forfeitures				-0-	-0-
Charges for Service				-0-	-0-
Other Operational Revenues				-0-	-0-
TOTAL OPERATIONAL REVENUES				-0-	-0-
NET PROGRAM COST				-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Captain		18N F		1	1
Police Lieutenant		17N F		1	1
TOTAL				2	2

1983 WORK PROGRAM

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DEPT.	UNIT NO.	DIV.	UNIT NO.	SEC.	UNIT NO.
Police	4000	Resource Management	4111	Fiscal Management	4140

MISSION

To provide assistance to budget unit managers insuring accurate preparation of annual and special budgets, and cost effective utilization of operating, intragovernmental and capital budget resources.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Principal Accountant and one Police Clerk II will provide organizational coordination for planning and management of fiscal resources for personnel, equipment, facilities and programs to be responsive to community needs and departmental goals and objectives.

WORKLOAD

- 28 budget units

WORK ACTIVITIES

- Coordinate budget development and management activities with section supervisors, budget unit managers and division commanders; maintain fiscal accounting integrity through applications of standards and practices including cost analysis and continuous maintenance of cost accumulation systems and internal controls; to achieve departmental goals and objectives while integrating fiscal resources with plans and programs

CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Purchase requisitions prepared	190	210
Local Purchase Orders Processed	80	60
Fiscal status reports	276	336
Blanket Purchase requests processed	1,080	1,260
Special Project analysis	160	180

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Resource Management	4111	Fiscal Management	4140
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		75,820	94,480	117,350	115,820
Supplies		450	1,370	1,150	1,150
Other Services & Charges		2,100	1,840	2,060	2,060
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		880	-0-	-0-	-0-
DIRECT ORGANIZATIONAL COST		79,250	97,690	120,560	119,030
Intragovernmentals from Others		63,020	68,520	94,450	93,830
BUDGET UNIT COST		142,270	166,210	215,010	212,860
Intragovernmentals to Others		142,170	162,200	215,010	212,860
FUNCTION COST		100	4,010	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		100	-0-	-0-	-0-
Charges for Service		-0-	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		100	-0-	-0-	-0-
NET PROGRAM COST		-0-	4,010	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Principal Administrative Officer		16N C-D	1	1	1
Police Clerk II		14PI F	1	-0-	-0-
Specialty Clerk		16PI F	-0-	1	1
TOTAL			2	2	2

1983 WORK PROGRAM

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DEPT. Police	UNIT NO. 4000	DIV. Deputy Chief of Operations	UNIT NO. 4210	SEC.	UNIT NO.
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MISSION

To provide effective command and management of Uniformed Field Services and Investigation Services Division resources and administer all department resources and programs in the absence of the Chief of Police

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Deputy Police Chief of Operations will provide command supervision of subordinate employees, recommend operational policy, develop and implement operational procedures and methods, evaluate overall activities and implement corrective actions, allocate personnel and equipment; assume duties and responsibilities in the absence of the Police Chief. Also included in this budget unit is the prisoner care contract with the State of Alaska.

WORKLOAD

- Management of Operations
Division

WORK ACTIVITIES

- Develop, direct and deploy all division resources to insure effective response to emergency and non emergency requests for service and information; assist in labor negotiations and arbitrations and grievances; review and recommend revision to departmental programs, methods and procedures

CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Murder clearance rate	81.23%	86.96%
Aggravated assault clearance rate	54.72%	55.37%
Forcible rape clearance rate	19.53%	19.72%
Robbery clearance rate	19.89%	20.04%
Burglary clearance rate	14.92%	15.01%
Larceny-theft clearance rate	29.63%	32.61%

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Deputy Chief of Operations	4210		
FINANCIAL RESOURCES	1981	1982	1983		
	ACTUAL	REVISED	PROPOSED	ADOPTED	
EXPENDITURES:					
Personal Services	79,580	63,090	103,940	102,570	
Supplies	100	-0-	400	400	
Other Services & Charges	414,250	464,300	568,890	568,890	
Debt Service	-0-	-0-	-0-	-0-	
Capital Outlay	-0-	-0-	-0-	-0-	
DIRECT ORGANIZATIONAL COST	493,930	527,390	673,230	671,860	
Intragovernmentals from Others	226,730	191,200	787,590	786,300	
BUDGET UNIT COST	720,660	718,590	1,460,820	1,458,160	
Intragovernmentals to Others	522,980	464,300	1,230,250	1,227,590	
FUNCTION COST	197,680	254,290	230,570	230,570	
LESS OPERATIONAL REVENUES:					
Licenses and Permits	-0-	-0-	-0-	-0-	
Fines and Forfeitures	-0-	-0-	-0-	-0-	
Charges for Service	-0-	-0-	-0-	-0-	
Other Operational Revenues	197,680	213,490	230,570	230,570	
TOTAL OPERATIONAL REVENUES	197,680	213,490	230,570	230,570	
NET PROGRAM COST	-0-	40,800	-0-	-0-	
PERSONNEL RESOURCES	RANGE & STEP	1982 BUDGET	1983		
			PROPOSED	ADOPTED	
Deputy Chief of Operations	19N F	1	1	1	
TOTAL		1	1	1	

1983 WORK PROGRAM

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DEPT. Police	UNIT NO. 4000	DIV. Deputy Chief of Services	UNIT NO. 4220	SEC.	UNIT NO.
MISSION					
To provide effective command and management of Services Division resources to insure the continuous delivery of support services to the Operations Division Sections.					
SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE					
One Deputy Police Chief of Services will provide command supervision of subordinate employees, recommend operational policy, develop and implement operational procedures and methods; evaluate overall activities and implement corrective actions, allocate personnel and equipment, and formulate policy, methods and procedures for the dissemination of community relations and crime prevention programs.					
WORKLOAD		WORK ACTIVITIES			
- Management of Services Division		- Develop, direct and deploy all division resources to insure delivery of effective support services to all divisions, sections and units; review, evaluate and recommend revision of programs, methods and procedures; identify training needs, allocate personnel and equipment, and coordinate the investigation of allegations of employee misconduct, assist in labor negotiations and arbitrations and grievances			
CHANGES FROM CURRENT LEVEL					
None					
PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE					
DESCRIPTION		1982 BUDGETED	1983 PLANNED		
Personnel action analyzed		970	1,450		
Manage support service activities (cases evaluated)		1,070,000	1,600,000		
Crime prevention personal contacts		32,500	41,350		

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Deputy Chief of Services	4220		
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		New	53,290	90,640	89,460
Supplies		Budget	-0-	400	400
Other Services & Charges		Unit	-0-	17,570	7,820
Debt Service		in	-0-	-0-	-0-
Capital Outlay		1982	-0-	920	920
DIRECT ORGANIZATIONAL COST			53,290	109,530	98,600
Intragovernmentals from Others			-0-	420,500	421,330
BUDGET UNIT COST			53,290	530,030	519,930
Intragovernmentals to Others			-0-	530,030	519,930
FUNCTION COST			53,290	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits			-0-	-0-	-0-
Fines and Forfeitures			-0-	-0-	-0-
Charges for Service			-0-	-0-	-0-
Other Operational Revenues			-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES			-0-	-0-	-0-
NET PROGRAM COST			53,290	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Deputy Chief of Services		22E	1	1	1
TOTAL			1	1	1

1983 WORK PROGRAM

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DEPT. Police	UNIT NO. 4000	DIV. Staff Services	UNIT NO. 4300	SEC. Staff Inspection	UNIT NO. 4310
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MISSION
To provide all sections of the department with assistance in procedural analysis, assessment of training needs and investigation of allegations of employee misconduct; insuring utilization of contemporary departmental procedures, training requirements and impartial internal investigations.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE
One Police Lieutenant assisted by one Patrol Officer will administer the citizen complaint program and investigate allegations of serious employee misconduct; perform staff inspection of all department sections to insure procedural compliance; perform liaison with other agencies to insure coordination and cooperation; and conduct background investigation of applicants for police employment.

WORKLOAD - Citizen complaint program - 28 budget units - Police applicants	WORK ACTIVITIES - Investigate serious allegations of employee misconduct - Review operational and administrative programs and compare with current procedures, recommend revisions in operations or procedure as necessary - Conduct in-depth background pre-employment investigation through telephone and personal contact with relatives, associates and employers
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CHANGES FROM CURRENT LEVEL
Lateral transfer of one Patrol Officer from Patrol (4620) to provide staff for the background investigation task and other operational review requirements.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE		
DESCRIPTION	1982 BUDGETED	1983 PLANNED
Citizen complaints processed	Not Available	30
Pre-employment background investigation completed	Not Available	100
Programs reviewed	Not Available	40

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Staff Services	4300	Staff Inspections	4310
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		New	52,470	174,710	172,520
Supplies		Budget	-0-	530	530
Other Services & Charges		Unit	-0-	890	890
Debt Service		in	-0-	-0-	-0-
Capital Outlay		1982	-0-	820	820
DIRECT ORGANIZATIONAL COST			52,470	176,950	174,760
Intragovernmentals from Others			-0-	61,500	60,370
BUDGET UNIT COST			52,470	238,450	235,130
Intragovernmentals to Others			-0-	238,450	235,130
FUNCTION COST			52,470	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits			-0-	-0-	-0-
Fines and Forfeitures			-0-	-0-	-0-
Charges for Service			-0-	-0-	-0-
Other Operational Revenues			-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES			-0-	-0-	-0-
NET PROGRAM COST			52,470	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Lieutenant		17N F	1	1	1
Senior Patrol Officer		25P F	-0-	1	1
TOTAL			1	2	2

1983 WORK PROGRAM

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DEPT.	UNIT NO.	DIV.	UNIT NO.	SEC.	UNIT NO.
Police	4000	Staff Services	4300	Personnel Management	4320

MISSION

To provide effective and timely programs relating to personnel management, employee recruitment, selection and promotions.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Personnel Manager with support of one Police Clerk II and one Police Clerk I will provide pre-employment screening of applicants, preparation of payroll, overtime reports and maintain personnel and benefit files; assure compliance with Federal, State and Municipal employment laws and regulations, labor agreements, and provide liaison with other regulating agencies to enhance intra-agency cooperation.

WORKLOAD

- Pre-employment screening
- Records and benefits
- 26 pay periods

WORK ACTIVITIES

- Process 500 applicants to determine qualified candidates for police service
- Update employee files, preparation of 1,600 performance and personnel action forms. Process retiring, terminating and newly hired employees and maintain appropriate files
- Preparation of 9,100 time cards; collate and prepare 26 overtime reports

CHANGES FROM CURRENT LEVEL

This is current level and includes the lateral transfer of one Police Lieutenant to Planning (4130)

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
On time payroll submission	26	26
On time overtime report submission	26	26
Performance/personnel action forms	1,500	1,600
Pre-employment applicant processing	110	500
Employee promotions/transfer	25	40
Preparation of time cards	9,490	10,170

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Staff Services	4300	Personnel Management	4320
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		127,540	176,220	162,250	160,190
Supplies		1,080	2,330	1,210	1,210
Other Services & Charges		11,280	15,190	16,240	16,240
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		240	-0-	1,500	1,500
DIRECT ORGANIZATIONAL COST		140,140	193,740	181,200	179,140
Intragovernmentals from Others		65,770	77,850	42,940	41,570
BUDGET UNIT COST		205,910	271,590	224,140	220,710
Intragovernmentals to Others		205,910	243,300	224,140	220,710
FUNCTION COST		-0-	28,290	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		-0-	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		-0-	-0-	-0-	-0-
NET PROGRAM COST		-0-	28,290	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Lieutenant		17N F	1	-0-	-0-
Principal Administrative Officer		16N C	1	1	1
Police Clerk II		14PI F	1	-0-	-0-
Police Clerk I		12PI E-F	1	-0-	-0-
Specialty Clerk		16PI F	-0-	2	2
TOTAL			4	3	3

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Staff Services	UNIT NO. 4300	SEC. Training	UNIT NO. 4330
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MISSION

To provide training at the recruit, in-service, supervisory, and command levels for all sworn and non-sworn personnel, in accordance with the needs of the department and the regulations of the Alaska Police Standards Council Act.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Lieutenant will direct one Police Sergeant and one Police Corporal, with clerical support of one Police Clerk I, in the development of training programs and conduct of actual training classes for all police recruits to attain proficiency and basic certification as Police Officers, as required by Alaska Statutes; and develop and conduct in-service proficiency training for all personnel.

WORKLOAD

- Recruit officer trainees
- Sworn personnel
- Command officers
- Supervisory personnel

WORK ACTIVITIES

- Research and develop departmental training plan and subsidiary programs, lesson plans, study materials proficiency development schedules; coordinate training with all sections of the department and maintain continuity through liaison with the Alaska Police Standards Council and other law enforcement agencies in the state; maintain all training records, instructor schedules and evaluations of training effectiveness

CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Recruit officers trained	30	30
Hours of academy training	12,460	12,900
Hours of field training	13,680	14,400

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Staff Services	4300	Training	4330
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		272,910	242,740	299,860	296,030
Supplies		21,220	51,270	40,840	40,840
Other Services & Charges		25,380	32,630	17,420	17,420
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		360	-0-	3,700	3,700
DIRECT ORGANIZATIONAL COST		319,870	326,640	361,820	357,990
Intragovernmentals from Others		96,840	109,080	69,270	66,360
BUDGET UNIT COST		416,710	435,720	431,090	424,350
Intragovernmentals to Others		418,120	415,680	431,090	424,350
FUNCTION COST		(1,410)	20,040	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		10	-0-	-0-	-0-
Other Operational Revenues		(1,420)	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		(1,410)	-0-	-0-	-0-
NET PROGRAM COST		-0-	20,040	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Lieutenant		17N F	1	1	1
Police Sergeant		27P F	1	1	1
Police Corporal		26P F	1	1	1
Police Clerk I		12PI D-E	1	1	1
TOTAL			4	4	4

1983 WORK PROGRAM

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DEPT.	UNIT NO.	DIV.	UNIT NO.	SEC.	UNIT NO.
Police	4000	Staff Services	4300	Crime Prevention	4340

MISSION

To actively promote crime prevention and crime prevention programs as a joint responsibility of the public and police, and provide professional assistance and guidance to the news media and other agencies requiring community relations information

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Lieutenant will provide direct supervision of one Police Sergeant and four Patrol Officers to promote public awareness and participation in crime prevention activities, and maintain professional media relationships. One Police Clerk I will provide clerical support.

WORKLOAD

- Crime prevention programs
- Media relations
- Crime Stoppers program
- Safe Homes program
- Neighborhood Watch program

WORK ACTIVITIES

- Data research for coordination with public service agencies to select, develop and distribute films, brochures, pamphlets and posters; prepare and conduct speaking engagements, public service announcements, media interactions and conduct police in-service training to improve public and police department involvement and participation in crime prevention activities

CHANGES FROM CURRENT LEVEL

Administrative support of the Neighborhood Watch Program has been added to this budget unit.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Persons contacted	35,500	40,000
News releases and interviews	420	450
Safe Homes participants	200	350
Neighborhood Watch participants	150	250
Home security surveys	170	300
Crimes solved by Crime Stoppers	20	30

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Staff Services	4300	Crime Prevention	4340
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		207,220	324,490	561,800	554,900
Supplies		1,330	5,420	3,140	3,140
Other Services & Charges		7,740	9,430	151,630	11,340
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		-0-	-0-	1,710	1,710
DIRECT ORGANIZATIONAL COST		216,290	339,340	718,280	571,090
Intragovernmentals from Others		83,070	95,870	156,730	130,740
BUDGET UNIT COST		299,360	435,210	875,010	701,830
Intragovernmentals to Others		299,330	345,410	875,010	701,830
FUNCTION COST		30	89,800	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		20	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		20	-0-	-0-	-0-
NET PROGRAM COST		10	89,800	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Lieutenant		17N F	1	1	1
Police Sergeant		27P F	1	1	1
Patrol Officer		25P F	3	4	4
Police Clerk I		12PI E-F	1	1	1
TOTAL			6	7	7

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Technical Services	UNIT NO. 4400	SEC. Administration	UNIT NO. 4410
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MISSION

To provide effective management of the Technical Services Division insuring support service to other department, Municipal, State and Federal agencies.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Captain assisted by one Police Lieutenant will manage the Technical Services Division and provide command supervision of subordinate employees, recommend operational policy, develop and implement operational procedures and methods, evaluate overall activities and respond to information inquiries from the department administration and other divisions, Municipal, State and Federal Agencies and the public.

<p>WORKLOAD</p> <ul style="list-style-type: none"> - Manage Technical Services Division - Request for service - Liquor license review - Public Safety Building maintenance deficiencies - False Alarm report review 	<p>WORK ACTIVITIES</p> <ul style="list-style-type: none"> - Daily contact with five budget unit supervisors and employees - Interview citizens, employees, investigate complaints, review taped reports, record findings, respond to requests from other agencies - Review reports of violations, conference with bar owners/operators. Recommend approval or disapproval of license renewal - Daily inspections and follow up on maintenance to provide fully operational facility - Review reports, provide liaison with users and coordinate billing of violators
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CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE		
DESCRIPTION	1982 BUDGETED	1983 PLANNED
Review and evaluate requests for service	154,000	168,000
Review liquor violations	530	600
Liquor license renewals	320	350
False alarm reports reviewed	3,000	4,000

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Technical Services	4400	Administration	4410
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		80,830	122,720	190,990	188,580
Supplies		50	510	750	750
Other Services & Charges		10,860	10,810	1,130	1,130
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		-0-	-0-	1,890	1,890
DIRECT ORGANIZATIONAL COST		91,740	134,040	194,760	192,350
Intragovernmentals from Others		191,300	268,700	535,620	510,280
BUDGET UNIT COST		283,040	402,740	730,380	702,630
Intragovernmentals to Others		268,970	394,170	716,380	655,650
FUNCTION COST		14,070	8,570	14,000	46,980
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		14,070	4,000	14,000	14,000
Charges for Service		-0-	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	32,980
TOTAL OPERATIONAL REVENUES		14,070	4,000	14,000	46,980
NET PROGRAM COST		-0-	4,570	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Captain		18N F	1	1	1
Police Lieutenant		17N F	1	1	1
TOTAL			2	2	2

1983 WORK PROGRAM

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DEPT. Police	UNIT NO. 4000	DIV. Technical Services	UNIT NO. 4400	SEC. Records	UNIT NO. 4420
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MISSION

To provide continuous maintenance of the records information system to adequately support the informational needs of the department, public and other government agencies.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Records Supervisor will direct three Police Clerk III's who will supervise 21 Police Clerk II's and 11 Police Clerk I's to provide response to requests for service by authoring, typing, and processing reports for computer entry and microfilming, process permit and license applications, answer correspondence, train personnel and compile monthly statistics for crime reports.

<p>WORKLOAD</p> <ul style="list-style-type: none"> - 240,000 request for service - 100,000 police reports - 35,000 request for retrieval of police report documents - Microfilm 430,000 police report documents - 3,500 Municipal licenses and permits - 5,000 pieces of correspondence 	<p>WORK ACTIVITIES</p> <ul style="list-style-type: none"> - Assistance for information upon request for various services by mail, telephone and direct public and in-house contact - Author, type, distribute, review, classify, compile statistics for monthly crime reports, computerize microfilm and file police report documents for retention and retrieval - Police report documents retrieved from manual, computer and recordex files - Process by microfilming, proofing and storing. Destroy original report documents. - Licenses and permits processed by performing criminal history check on all license holders; findings recorded and routed to appropriate department - Research information and prepare replies or implement action required
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CHANGES FROM CURRENT LEVEL

Lateral transfer of one Police Cadet from Records (4420) to Investigation Services Administration (4710), lateral transfer of one Police Clerk I from Investigation Services Administration (4710) to Records (4420), and two additional Police Clerk II's and one Police Clerk I to provide adequate response to increasing service requests and documents.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Respond to request for service	150,000	240,000
Police reports processed	88,000	100,000
Retrieval of police documents	25,000	35,000
Police documents microfilmed	200,000	430,000
Process license and permits	1,700	3,500

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Technical Services	4400	Records	4420
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		951,290	1,269,620	1,626,300	1,575,640
Supplies		7,560	23,160	18,980	18,980
Other Services & Charges		60,460	63,830	65,930	47,410
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		610	46,410	-0-	-0-
DIRECT ORGANIZATIONAL COST		1,019,920	1,403,020	1,711,210	1,642,030
Intragovernmentals from Others		465,830	557,350	456,240	442,180
BUDGET UNIT COST		1,485,750	1,960,370	2,167,450	2,084,210
Intragovernmentals to Others		1,472,150	1,885,020	2,158,250	2,075,010
FUNCTION COST		13,600	75,350	9,200	9,200
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		12,910	9,200	9,200	9,200
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		12,910	9,200	9,200	9,200
NET PROGRAM COST		690	66,150	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Records Supervisor		25P D-E	1	1	1
Police Clerk III		16PI F	3	3	3
Police Clerk II		14PI B-F	18	20	20
Police Clerk I		12PI A-F	10	12	12
Police Cadet		16PI A-B	1	-0-	-0-
TOTAL			33	36	36

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Technical Services	UNIT NO. 4400	SEC. Communications	UNIT NO. 4430
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MISSION
To maintain around-the-clock communications support through radio, microwave, television, telephone and computer systems to facilitate responses by appropriate agencies to emergency and non-emergency requests for service.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE
One Police Sergeant, three Communication Supervisors, 28 Communication Clerks and two Police Clerk II's will provide 24-hour communications and basic information support through a centralized inter-agency emergency service request screening service for all public safety agencies; process emergency calls within one minute, process non-emergency calls within four minutes; screen and distribute administrative calls; provide message center service for the Patrol Section and the Technical Services Division during administrative office hours; and conduct basic and in-service training for all section personnel.

WORKLOAD - Telephone calls received in the following categories: - 911 Emergency phone calls - Non-response police phone calls - Police response non-emergency phone calls - Field communications - Information support - Screen telephone calls for Operations Division - Information Support	WORK ACTIVITIES - Log, screen, and distribute all emergency, non-emergency and non-response police telephone calls through a centralized telephone service; research develop and upgrade the non-emergency telephone systems - Maintain police communications, dispatch police units, provide access to information systems, process field inquiries, using dual dispatch concept - Maintain, update, inquire into computerized and manual information systems to provide timely support - Provide answering service for Patrol and all sections of Technical Services Division, take messages and route the information to proper party - Process Alaska Justice Information System/National Crime Information Center requests for Patrol Officers in the station or on the telephone, provide back-up for Records Alaska Justice Information System/National Crime Information Center Operations
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CHANGES FROM CURRENT LEVEL
Two additional Police Clerk II's to provide telephone answering and message service; and one additional Alaska Justice Information System terminal to improve information inquiry response capability.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE		
DESCRIPTION	1982 BUDGETED	1983 PLANNED
Phone calls answered	520,165	546,165
Radio transmissions	1,623,221	2,101,187
Computer activities	197,718	237,261
Process time	4 min	4 min
Switchboard business calls	Not Applicable	316,800

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Technical Services	4400	Communications	4430
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		1,489,670	1,759,350	2,159,160	1,992,550
Supplies		580	6,310	1,790	1,790
Other Services & Charges		76,670	79,990	156,590	156,590
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		-0-	9,140	7,390	7,390
DIRECT ORGANIZATIONAL COST		1,566,920	1,854,790	2,324,930	2,158,320
Intragovernmentals from Others		343,660	441,770	683,070	642,290
BUDGET UNIT COST		1,910,580	2,296,560	3,008,000	2,800,610
Intragovernmentals to Others		1,895,050	2,216,920	2,924,560	2,717,170
FUNCTION COST		15,530	79,640	83,440	83,440
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		15,530	22,700	22,700	22,700
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		15,530	22,700	22,700	22,700
NET PROGRAM COST		-0-	56,940	60,740	60,740
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Sergeant		27P F	1	1	1
Patrol Officer		25P F	1	-0-	-0-
Patrol Officer		24P F	2	-0-	-0-
Communications Clerk III		22PI F	-0-	3	3
Communications Clerk II		21PI A-F	28	28	28
Police Clerk II		14PI B-C	-0-	2	2
TOTAL			32	34	34

1983 WORK PROGRAM

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DEPT. Police	UNIT NO. 4000	DIV. Technical Services	UNIT NO. 4400	SEC. Property and Evidence	UNIT NO. 4450
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MISSION

To provide secure custody, control and processing of all types of property and evidence for the Police Department in compliance with Alaska Statutes and Alaska Court System Rules of evidence.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Property and Evidence Specialist assisted by two Police Cadets will receive, process and release items of property and evidence, assist with issue of uniforms and equipment, inventory items in storage, assist with property auction development, respond to information requests and dispose of items of property and evidence released by the court or provisions of ordinance; provide assistance to other budget units as required, and maintain the Fixed Asset Management System.

WORKLOAD - 74,000 new/139,822 old, items of evidence and found property. - 5,000 requests for issue of uniforms, equipment and ammunition - 2,000 items of department owned property - 14,000 information requests	WORK ACTIVITIES - Receive, process, store, retrieve, destroy or list and process for public auction and maintain transaction records - Issue uniforms, equipment and ammunition, dispose of unserviceable items and maintain transaction records - Enter new and delete old items in the Fixed Asset Management System - Research and respond or refer public and employees
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CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE		
DESCRIPTION	1982 BUDGETED	1983 PLANNED
Items disposed	35,800	31,000
Prepare items for auction	1,200	1,100
Items inventoried	162,000	45,000
Information requests	13,560	14,000
Supply requests	4,670	5,000

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Technical Services	4400	Property and Evidence	4450
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		102,920	125,260	152,010	150,080
Supplies		80,540	133,850	132,230	132,230
Other Services & Charges		65,410	72,600	75,400	75,400
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		1,210	1,400	2,450	2,450
DIRECT ORGANIZATIONAL COST		250,080	333,110	362,090	360,160
Intragovernmentals from Others		43,230	49,190	149,580	138,260
BUDGET UNIT COST		293,310	382,300	511,670	498,420
Intragovernmentals to Others		290,300	348,630	481,670	468,420
FUNCTION COST		3,010	33,670	30,000	30,000
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		140	-0-	-0-	-0-
Other Operational Revenues		2,870	30,000	30,000	30,000
TOTAL OPERATIONAL REVENUES		3,010	30,000	30,000	30,000
NET PROGRAM COST		-0-	3,670	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Property and Evidence Specialist		20PI E-F	1	1	1
Police Cadet		16PI C-D	2	2	2
TOTAL			3	3	3

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Technical Services	UNIT NO. 4400	SEC. Crime Lab and Identification	UNIT NO. 4460
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MISSION

To provide major crime scene investigation, process physical evidence, examine and compare latent fingerprints and related materials and provide photographic laboratory services; support investigative functions as an aid to criminal prosecution.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Identification Specialist, one Identification Technician and one Assistant Identification Specialist will provide control and processing of evidence, develop and print film, classify, search and file fingerprint cards, compare latent fingerprints, manage the operation of the mobile crime laboratory, and provide photographic fingerprinting and evidence handling instruction for two scheduled recruit training academies.

WORKLOAD

- 1,500 photo requests
- 3,500 rolls of film
- 7,000 fingerprint card received
- 6,000 latent print cards
- 2,000 latent print cards
- 500 requests to fingerprint
- 2,000 items for latent examination
- 1,800 items of evidence
- Respond to major crime scene
- Research and development
- Instruct Department personnel

WORK ACTIVITIES

- Printing of 15,000 photographs
- Develop and catalogue 9,000 film cases, equipment maintenance and materials preparation
- Classify, search and file fingerprints against master file, maintain and update fingerprint files
- Examine latent print cards
- Compare latent print cards with suspects prints
- Fingerprint persons and classification of cards
- Process for latent prints
- Collect evidence and fingerprints for latent prints
- Process crime scene for physical evidence and photograph crime scene
- Define needs, develop and coordinate systems to increase case clearance and criminal prosecution
- Provide recruit school, in service training, advise, consult and assist in coordinating crime scene investigation efforts

CHANGES FROM CURRENT LEVEL

This is current level including the reclassification of one Patrol Officer to Identification Technician.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Rolls of film developed	2,500	2,500
Fingerprint cards classified, searched and filed	4,500	5,000
Photographic printing	11,000	15,000
Items for latent examination	1,400	1,700

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Technical Services	4400	Crime Lab and Identification	4460
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		158,020	182,160	221,140	218,400
Supplies		15,840	18,500	23,630	23,630
Other Services & Charges		6,370	8,850	9,260	9,260
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		2,290	11,590	2,300	2,300
DIRECT ORGANIZATIONAL COST		182,520	221,100	256,330	253,590
Intragovernmentals from Others		42,390	58,010	138,950	127,610
BUDGET UNIT COST		224,910	279,110	395,280	381,200
Intragovernmentals to Others		224,860	271,080	395,280	381,200
FUNCTION COST		50	8,030	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		50	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		50	-0-	-0-	-0-
NET PROGRAM COST		-0-	8,030	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Identification Specialist		27P F	1	1	1
Identification Technician		24P E-F	1	1	1
Assistant Identification Specialist		16PI E-F	1	1	1
TOTAL			3	3	3

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Technical Services	UNIT NO. 4400	SEC. Data Systems	UNIT NO. 4470
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MISSION

To provide technical assistance, research, evaluation, recommendations and coordination, for development of automated data and communications systems; and maintain computer system hardware and software in a continuous operational mode.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Senior Administrative Officer will provide evaluation and analysis of current manual and automated data systems; research, develop and coordinate conceptual and detailed systems design; perform liaison for implementation of new systems; and technical assistance to department staff. One Police Clerk II will provide data collection, maintenance of system documentation files and clerical support. Five Computer Operators will maintain the Computer Assisted Dispatch and Law Enforcement Information System hardware and software in a continuous operational mode 24 hours per day, seven days per week.

WORKLOAD

- Computer Assisted Dispatch and Law Enforcement Information Systems
- Coordinate and maintain operations of Anchorage Police Information Network
- Two computer application systems

WORK ACTIVITIES

- Evaluate and analyze current systems and needs for input and output, forms designs, program definitions, production requirements, feasibility studies for systems designs, procedural concerns, and make recommendations for coding schemes, internal forms, data flow and output reports
- Coordinate Anchorage Local Police Information Network with Municipal Data Processing
- Monitor and evaluate system operational needs assist users, maintain existing software, develop new applications software, diagnose system problems, and coordinate contractual services for systems maintenance and repair

CHANGES FROM CURRENT LEVEL

Addition of five computer operator positions and expanded program development for increased computer applications

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Automated programs developed	Not Available	22
Forms designed	Not Available	20
Hours of training	Not Available	4,120
Diagnostic routines	Not Available	1,095
Database updates	Not Available	12

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Technical Services	4400	Data Systems	4470
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		70,040	93,000	289,170	285,520
Supplies		390	490	19,260	19,260
Other Services & Charges		7,560	13,090	26,650	26,650
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		-0-	-0-	21,020	21,020
DIRECT ORGANIZATIONAL COST		77,990	106,580	356,100	352,450
Intragovernmentals from Others		58,730	82,520	90,350	86,120
BUDGET UNIT COST		136,720	189,100	446,450	438,570
Intragovernmentals to Others		135,920	183,360	446,450	438,570
FUNCTION COST		800	5,740	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		800	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		800	-0-	-0-	-0-
NET PROGRAM COST		-0-	5,740	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Senior Administrative Officer		15N F	1	1	1
Police Clerk II		14PI F	1	1	1
Computer Operator		10N B-C	-0-	5	5
TOTAL			2	7	7

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Uniformed Field Services	UNIT NO. 4600	SEC. Administration	UNIT NO. 4610
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MISSION
To provide management of human and material resources for the Uniformed Field Services Division through cost effective and efficient deployment programming.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE
One Police Captain will provide command supervision of subordinate police officers, recommend operational policy, develop and implement operational procedures and methods, evaluate overall activities and implement corrective action, and respond to information inquiries from the department administration and other divisions, other Municipal, State and Federal agencies and the public, to provide patrol and traffic services. One Police Sergeant assisted by one Police Cadet will develop staff schedules review, evaluate and assign case reports for follow-up investigation, assist the public in resolving police service problems, and provide material resources control. One Police Clerk I will provide clerical support.

WORKLOAD - Anchorage Police Services Area of 110 square miles and 184,086 population. - 12 monthly schedules - 105,560 requests for services - 11,230 information requests	WORK ACTIVITIES - Develop, direct and deploy all division resources to insure effective response to emergency and routine requests for service, and respond to information inquiries; and produce typewritten statistical reports, memoranda, policy statements and procedural instructions, inventory and disseminate subpoenas - Develop personnel schedules for three daily shifts to provide patrol assignment for the Anchorage Police Service Area - Review, evaluate and assign case reports for follow-up investigation by Patrol - Answer or refer technical inquiries from the public
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CHANGES FROM CURRENT LEVEL
This is current level and includes lateral transfer of two Police Lieutenant positions to Patrol (4620) and the lateral transfer of one Police Cadet, and one Police Corporal, upgraded to Police Sergeant, from Patrol (4620)

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE		
DESCRIPTION	1982 BUDGETED	1983 PLANNED
Maintain Traffic enforcement index	22.7%	22.7%
Emergency response time average	3 min	3 min
Review service response requests	72,500	78,750
Follow-up investigation assigned	90%	90 %
Performance evaluations prepared	85	106
Program developed and evaluated	6	8

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Uniformed Field Services	4600	Administration	4610

FINANCIAL RESOURCES	1981	1982	1983	
	ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:				
Personal Services	246,300	296,040	284,900	281,250
Supplies	1,120	2,030	620	620
Other Services & Charges	7,090	5,450	3,050	3,050
Debt Service	-0-	-0-	-0-	-0-
Capital Outlay	670	1,230	-0-	-0-
DIRECT ORGANIZATIONAL COST	255,180	304,750	288,570	284,920
Intragovernmentals from Others	4,301,930	4,991,590	8,414,480	7,990,290
BUDGET UNIT COST	4,557,110	5,296,340	8,703,050	8,275,210
Intragovernmentals to Others	4,557,110	5,286,870	8,703,050	8,275,210
FUNCTION COST	-0-	9,470	-0-	-0-
LESS OPERATIONAL REVENUES:				
Licenses and Permits	-0-	-0-	-0-	-0-
Fines and Forfeitures	-0-	-0-	-0-	-0-
Charges for Service	-0-	-0-	-0-	-0-
Other Operational Revenues	-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES	-0-	-0-	-0-	-0-
NET PROGRAM COST	-0-	9,470	-0-	-0-

PERSONNEL RESOURCES	RANGE & STEP	1982 BUDGET	1983	
			PROPOSED	ADOPTED
Police Captain	18N F	1	1	1
Police Lieutenant	17N F	2	-0-	-0-
Police Sergeant	27P F	-0-	1	1
Police Cadet	16PI C-D	-0-	1	1
Police Clerk I	12PI F	1	1	1
TOTAL		4	4	4

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Uniformed Field Services	UNIT NO. 4600	SEC. Patrol	UNIT NO. 4620
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MISSION

To provide primary law enforcement service for the protection of life and property and preservation of the public peace within the Anchorage Police Service Area.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

Six Police Lieutenants will command and direct six Police Sergeants and twelve Police Corporals who will deploy and supervise 132 Patrol Officers to provide response to requests for service, three shifts per day.

WORKLOAD

- 105,000 request for service generated by a population of 184,086 in the 110 square mile Anchorage Police Service Area

WORK ACTIVITIES

- Respond to requests for service, resolve emergency incidents by appropriate police action, assistance or referral; initiate criminal investigations; identify, apprehend and arrest offenders; assist in prosecution of offenders; and provide preventative patrol to assist in crime prevention

CHANGES FROM CURRENT LEVEL Lateral transfer of two Police Lieutenants from Uniformed Field Services Administration (4610), five additional Patrol Officers for increased foot patrol emphasis, lateral transfer of one Police Corporal and one Police Cadet to Uniformed Field Services Administration (4610), Lateral transfer of one Patrol Officer to Administration (4110), one Patrol Officer to Staff Inspection (4310) and one Patrol Officer to Planning (4130)

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Requests for service responses	Not Available	98,900
Emergency response time maintained	3 min	3 min

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Uniformed Field Services	4600	Patrol	4620

FINANCIAL RESOURCES	1981	1982	1983	
	ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:				
Personal Services	9,655,740	10,474,920	12,841,730	12,357,300
Supplies	22,150	50,640	30,980	30,980
Other Services & Charges	407,610	112,060	79,850	37,700
Debt Service	47,530	75,220	394,390	394,390
Capital Outlay	19,350	51,830	44,760	44,760
DIRECT ORGANIZATIONAL COST	10,152,380	10,764,670	13,391,710	12,865,130
Intragovernmentals from Others	4,786,210	5,862,680	8,751,340	8,361,030
BUDGET UNIT COST	14,938,590	16,627,350	22,143,050	21,226,160
Intragovernmentals to Others	54,450	19,130	24,130	24,130
FUNCTION COST	14,884,140	16,608,220	22,118,920	21,202,030
LESS OPERATIONAL REVENUES:				
Licenses and Permits	-0-	-0-	-0-	-0-
Fines and Forfeitures	-0-	-0-	-0-	-0-
Charges for Service	74,150	54,500	89,200	89,200
Other Operational Revenues	-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES	74,150	54,500	89,200	89,200
NET PROGRAM COST	14,809,990	16,553,720	22,029,720	21,112,830

PERSONNEL RESOURCES	RANGE & STEP	1982 BUDGET	1983	
			PROPOSED	ADOPTED
Police Lieutenant	17N F	4	6	6
Police Sergeant	27P A-F	6	6	6
Police Corporal	26P F	13	12	12
Patrol Officer	25P F	37	38	38
	24P A-F	93	94	94
Police Cadet	16PI C-D	1	-0-	-0-
TOTAL		154	156	156

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Uniformed Field Services	UNIT NO. 4600	SEC. Traffic	UNIT NO. 4630
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MISSION

To provide vehicular Traffic Enforcement and Accident Investigation Services

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Sergeant assisted by one Police Corporal, will supervise 21 Patrol Officers and four Parking Enforcement Officers, providing on-scene accident investigation, all follow-up investigations of hit and run and fatality accidents, conduct traffic accident reduction programs, process intoxicated drivers apprehended by patrol and traffic officers, and provide on-street parking enforcement in the Central Business District. One Police Clerk II provides clerical support.

<p>WORKLOAD</p> <ul style="list-style-type: none"> - 20,000 hazardous traffic code violations - 2,000 hit and run follow-up investigations - 2,000 intoxicated drivers apprehended - 86,000 parking violation - 30 fatality accidents - 1,500 vehicles 	<p>WORK ACTIVITIES</p> <ul style="list-style-type: none"> - Observe, apprehend and cite violators, prepare reports and provide prosecution testimony - Investigate reported accidents, locate and interview victims, witnesses and suspects, identify and assist in prosecution of violators - Process apprehended drivers through breathalyzer test, video recording of balance and coordination test, prepare court complaint, complete police report, transport to magistrate for bail hearings, transport for incarceration as required; and support prosecution by court testimony and presentation of evidence - Patrol Central Business District issue citations to violators, prepare reports, process citations and assist in prosecution of violators - Investigate and follow-up fatality accidents, provide liaison with courts and other municipal agencies prepare reports on existing traffic programs, and provide supervision in the absence of the sergeant - Prepare and administer impound contract
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CHANGES FROM CURRENT LEVEL

This is current level and includes the reclassification of one Patrol Officer to Police Corporal. One Municipal Attorney transferred to Prosecution (Budget Unit 1153) for the Pre-Arrest Breath Testing program.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE		
DESCRIPTION	1982 BUDGETED	1983 PLANNED
Issue hazardous citations	26,190	28,286
Investigate injury accidents	1,500	1,100
Enforcement index	17.6	22.7
Parking citations issued	69,000	89,500
Process apprehended intoxicated drivers	1,800	2,000

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Uniformed Field Services	4600	Traffic	4630
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		1,414,120	1,656,530	2,205,110	1,896,320
Supplies		3,830	13,210	5,880	5,080
Other Services & Charges		78,860	54,610	31,700	24,870
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		3,260	10,500	13,820	13,820
DIRECT ORGANIZATIONAL COST		1,500,070	1,734,850	2,256,510	1,940,090
Intragovernmentals from Others		1,159,350	1,408,730	2,162,360	2,054,550
BUDGET UNIT COST		2,659,420	3,143,580	4,418,870	3,994,640
Intragovernmentals to Others		244,980	366,960	481,050	271,170
FUNCTION COST		2,414,440	2,776,620	3,937,820	3,723,470
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		897,180	960,000	960,000	960,000
Charges for Service		11,610	7,800	7,800	7,800
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		908,790	967,800	967,800	967,800
NET PROGRAM COST		1,505,650	1,808,820	2,970,020	2,755,670
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Municipal Attorney		21E	1	-0-	-0-
Police Sergeant		27P F	1	1	1
Police Corporal		26P F	-0-	1	1
Patrol Officer		25P F	11	13	13
		24P B-F	11	8	8
Police Clerk II		14PI B-C	1	1	1
Parking Enforcement Officer		16P D-F	4	4	4
TOTAL			29	28	28

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Uniformed Field Services	UNIT NO. 4600	SEC. Police Reserve	UNIT NO. 4640
MISSION To provide trained supplementary personnel resources for Patrol and Traffic sections and Investigation Services Division on a para-professional police level, in the event of national emergency or local disaster, or as needed on a daily basis.					
SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE Sixty Volunteer Police Reserve Officers will supplement Police Department resources with approximately 1,167 hours of service per month, augmenting operational capabilities and increasing full time personnel resource availability for deployment during local disasters or national emergencies.					
WORKLOAD - Supplemental police services		WORK ACTIVITIES - Provide supplemental resources for all routine and emergency police service activities; conduct reserve recruit academies; provide in-service training including firearms proficiency qualification; maintain personnel files, training records, service statistics and attendance records			
CHANGES FROM CURRENT LEVEL None					
PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE					
DESCRIPTION			1982 BUDGETED	1983 PLANNED	
Hours of police service			14,000	14,000	
Hours of training			5,000	7,000	

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Investigation Services	UNIT NO. 4700	SEC. Administration	UNIT NO. 4710
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MISSION

To provide effective management of the Investigation Services Division resources to insure successful and efficient investigation of reported criminal offenses occurring within the Anchorage Police Service Area, leading to prosecution of offenders.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Captain will provide command supervision of subordinate police officers, recommend operational policy, develop and implement operational procedures and methods, evaluate overall activities, and respond to information inquiries from the department administration and other divisions, other Municipal, State and Federal agencies, and the public, to provide investigation services for the identification, apprehension and prosecution of criminal offenders. One Police Clerk II provides public reception, switchboard, clerical, computer input and inquiry, and radio communications support for the division; one Police Clerk I provides typing of follow-up documents and one Police Cadet will provide administrative support services for the division.

WORKLOAD

- 12,000 reports
- 26,000 court documents

- 10,000 follow-up documents

- 30,000 pawn tickets

WORK ACTIVITIES

- Develop, direct and deploy all division resources to insure effective response to emergency and routine requests for service; respond to information inquiries, maintain liaison with other criminal justice agencies and other Municipal departments, and provide public reception, switchboard, clerical and radio communications support
- Type and distribute 10,000 generated follow-up documents; provide radio, switchboard and computer support, eight hours per day - five days per week
- Pickup, sort, and classify pawn tickets. Coordinate order, maintain and distribute office supplies. Provide administrative support

CHANGES FROM CURRENT LEVEL

Lateral transfer of one Police Clerk I to Records (4420) and lateral transfer of one Police Cadet from Records (4420)

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Criminal cases assigned for investigation	6,710	6,850
Criminal charges filed	1,890	1,960
Assistance in Prosecution (Hours)	5,850	6,140
Court Documents Served	18,720	19,250
Documents typed	9,500	10,000
Pawn tickets processed	24,000	30,000

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Investigation Services	4700	Administration	4710
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		147,180	312,590	245,260	242,150
Supplies		180	1,310	770	770
Other Services & Charges		29,670	49,670	36,220	36,220
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		640	250	-0-	-0-
DIRECT ORGANIZATIONAL COST		177,670	363,820	282,250	279,140
Intragovernmentals from Others		1,037,640	1,369,350	2,246,870	2,163,000
BUDGET UNIT COST		1,215,310	1,733,170	2,529,120	2,442,140
Intragovernmentals to Others		1,215,310	1,602,470	2,529,120	2,442,140
FUNCTION COST		-0-	130,700	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		-0-	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		-0-	-0-	-0-	-0-
NET PROGRAM COST		-0-	130,700	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Captain		18N F	1	1	1
Police Sergeant		27P F	1	-0-	-0-
Police Investigator II		26P F	1	-0-	-0-
Patrol Officer		25P F	2	-0-	-0-
Police Cadet		16PI B-C	1	1	1
Police Clerk II		14PI F	1	1	1
Police Clerk I		12PI F	1	1	1
Note: Felony Suppression function part-year funded in 1982.					
TOTAL			8	4	4

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Investigation Services	UNIT NO. 4700	SEC. Person Crimes	UNIT NO. 4720
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MISSION

To provide original and follow-up investigation of violent and vice related crimes and to identify, apprehend, and aid in the prosecution of persons responsible for these crimes within the Municipality, plus, aid other interstate, intrastate and Federal agencies in investigative matters.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

To provide investigation of crimes against persons one Police Lieutenant will implement procedures, review and assign case reports, monitor investigations, evaluate all section activities, direct and supervise five Police Sergeants, two Police Investigator II's, and ten Patrol Officers responsible for investigation of assigned cases; identification, apprehension and arrest of offenders; and assisting in the court presentation for prosecution of offenders.

WORKLOAD

- 1,900 crimes against persons cases
- 600 vice crime cases

WORK ACTIVITIES

- Supervise Person Crimes Units, evaluate activities, review, screen, and assign cases, conduct crime scene investigations; interview victims, witnesses and suspects; identify, apprehend and arrest offenders; locate and submit evidence for laboratory analysis; assist in the preparation and service of search and arrest warrants; assist in court presentation development for prosecution of offenders
- Review and develop 180 cases, conduct undercover operations, interviews, surveillance, correlate information; identify, apprehend, arrest and assist in the prosecution of offenders, initiate search warrants and court orders; assist in procurement of arrest warrants; participate in grand jury, preliminary, evidence and omnibus hearings; assist during trial and sentencing

CHANGES FROM CURRENT LEVEL

Lateral transfer of one Patrol Officer from Youth Services (4750) and two additional Patrol Officers, to provide adjudication of 150 additional crimes against persons.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Criminal cases assigned	1,586	1,620
Criminal cases adjudicated	1,382	1,340
Criminal cases filed	615	1,540
Hours of court time	2,800	3,410

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Investigation Services	4700	Person Crimes	4720
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		1,064,480	1,101,700	1,506,660	1,488,320
Supplies		3,480	6,080	5,660	5,660
Other Services & Charges		58,510	24,750	28,240	24,600
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		2,630	3,550	3,260	3,260
DIRECT ORGANIZATIONAL COST		1,129,100	1,136,080	1,543,820	1,521,840
Intragovernmentals from Others		624,370	817,920	1,073,530	1,031,620
BUDGET UNIT COST		1,753,470	1,954,000	2,617,350	2,553,460
Intragovernmentals to Others		170	-0-	-0-	-0-
FUNCTION COST		1,753,300	1,954,000	2,617,350	2,553,460
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		2,660	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		2,660	-0-	-0-	-0-
NET PROGRAM COST		1,750,640	1,954,000	2,617,350	2,553,460
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Lieutenant		17N F	1	1	1
Police Investigator		27P F	5	5	5
Police Investigator II		26P F	2	2	2
Patrol Officer		25P F	5	7	7
		24P B-C	2	3	3
TOTAL			15	18	18

1983 WORK PROGRAM

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DEPT.	UNIT NO.	DIV.	UNIT NO.	SEC.	UNIT NO.
Police	4000	Investigation Services	4700	Property Crimes	4730

MISSION

To provide original and follow-up investigation of crimes involving property and to identify, apprehend, and aid in the prosecution of persons responsible for these crimes within the Municipality, plus, aid other interstate, intrastate and Federal agencies in investigative matters.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

To provide investigation of property crime cases one Lieutenant supervises three Investigators, three Investigator II's and 15 Patrol Officers who will identify and apprehend suspects, recover stolen property, assist in the prosecution of offenders and aid in the development of State and Federal cases. The Property Crimes section is composed of the Burglary, Theft, and Fraud Units.

WORKLOAD

- 7,000 reported crimes
- 30,000 pawn tickets

WORK ACTIVITIES

- Supervise Property Crime Units, evaluate activities, review, screen, and assign cases, conduct crime scene investigations; interview victims, witnesses and suspects. Perform polygraph examinations, identify and apprehend suspects, locate and submit evidence for laboratory analysis, recover, identify and return stolen property. Assist in prosecution of criminal cases and obtain search warrants
- Pick up, code and process pawn cards for computer input

CHANGES FROM CURRENT LEVEL

Three additional Patrol Officers, assigned to the Theft, Fraud, and Buglary Units, respectively, to conduct an increased volume of follow-up criminal investigation.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Criminal cases assigned	4,022	4,839
Criminal charges filed	621	797
Hours court time	3,027	3,594
Value of property recovered	\$ 1,059,677	\$ 1,260,312

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Investigation Services	4700	Property Crimes	4730
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		1,228,520	1,358,810	1,831,750	1,808,900
Supplies		3,270	4,000	4,400	4,400
Other Services & Charges		64,660	20,380	26,090	26,090
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		3,920	7,320	1,020	1,020
DIRECT ORGANIZATIONAL COST		1,300,370	1,390,510	1,863,260	1,840,410
Intragovernmentals from Others		413,420	574,150	689,310	665,540
BUDGET UNIT COST		1,713,790	1,964,660	2,552,570	2,505,950
Intragovernmentals to Others		2,000	-0-	-0-	-0-
FUNCTION COST		1,711,790	1,964,660	2,552,570	2,505,950
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		670	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		670	-0-	-0-	-0-
NET PROGRAM COST		1,711,120	1,964,660	2,552,570	2,505,950
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Lieutenant		17N F	1	1	1
Police Investigator		27P F	3	3	3
Police Investigator II		26P F	5	5	5
Patrol Officer		25P F	10	10	10
		24P A	-0-	3	3
TOTAL			19	22	22

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Investigation Services	UNIT NO. 4700	SEC. Metropolitan Drug Enforcement	UNIT NO. 4740
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MISSION

To provide original and follow-up investigation of narcotic and dangerous drug crimes and to identify, apprehend, and aid in the prosecution of persons responsible for these crimes within the Municipality, plus, aid other interstate, intrastate and Federal agencies in investigative matters, to reduce the availability of narcotics and dangerous drugs within the Anchorage area.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Lieutenant, assisted by one Investigator II, will supervise seven Patrol Officers to investigate dangerous drug and narcotic related crimes, identify, apprehend and assist in the prosecution of offenders. One Police Clerk II and one Police Clerk I will provide administrative and clerical support.

WORKLOAD

— 920 drug related cases

— Offender Information

WORK ACTIVITIES

- Screen and assign 920 cases received and initiated for follow up investigation resulting in closing 850 cases, 530 charges filed, seizing 2,520,000 worth of narcotics and dangerous drugs, further resulting in interview, arrests, property recovery, undercover operations, surveillance, search warrants, assistance to other agencies and assistance with court disposition of offenders
- Develop, record, evaluate and disseminate information received resulting in 8,400 citizen and offender contacts to utilize information for case development

CHANGES FROM CURRENT LEVEL

Addition of one Investigator II, one Police Clerk II, and three Patrol Officers, providing staffing for a second shift in this section.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Cases initiated and assigned	550	920
Cases closed	508	850
Charges filed	360	530
Number of persons arrested	140	240
Value of drugs seized	\$ 1,200,000	\$ 2,520,000

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Investigation Services	4700	Metropolitan Drug Enforcement	4740
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		324,140	427,950	880,700	870,860
Supplies		3,630	5,300	5,340	5,340
Other Services & Charges		28,360	26,550	48,430	48,430
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		2,470	13,090	21,480	21,480
DIRECT ORGANIZATIONAL COST		358,600	472,890	955,950	946,110
Intragovernmentals from Others		201,320	261,560	420,450	407,210
BUDGET UNIT COST		559,920	734,450	1,376,400	1,353,320
Intragovernmentals to Others		-0-	-0-	-0-	-0-
FUNCTION COST		559,920	734,450	1,376,400	1,353,320
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		10	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		10	-0-	-0-	-0-
NET PROGRAM COST		559,910	734,450	1,376,400	1,353,320
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Lieutenant		17N F	1	1	1
Police Investigator II		26P F	0	1	1
Patrol Officer		25P F	1	2	2
		24P B-F	3	5	5
Police Clerk II		14PI B-C	-0-	1	1
Police Clerk I		12PI F	1	1	1
TOTAL			6	11	11

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Investigation Services	UNIT NO. 4700	SEC. Youth Services	UNIT NO. 4750
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MISSION

To provide investigation, counseling and referral services for all reported cases and assistance requests involving juveniles in the Anchorage Police Service area.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Sergeant, one Police Investigator II, and four Patrol Officers will provide investigation of all types of person and property crimes involving juveniles; arresting and facilitating the prosecution of adults who have committed crime against juveniles and investigating crimes against the family and interfamilial abuses; and insure proper disposition of all cases received.

<p>WORKLOAD</p> <ul style="list-style-type: none"> - 3,600 juvenile cases received - 950 requests for public assistance received 	<p>WORK ACTIVITIES</p> <ul style="list-style-type: none"> - Screen all incoming cases; assign 850 cases; refer 375 cases and summarily handle 310 cases; investigate assigned cases; interview, report, arrest offenders, assist in property recovery and case clearance; assist in court disposition of offenders; provide assistance to other divisions in the handling of juvenile matters - Interview and provide referral assistance in 457 cases; provide 493 counseling hours
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CHANGES FROM CURRENT LEVEL

Reduction of one position by lateral transfer of one Patrol Officer to the Sexual Assault unit of Person Crimes (4720), along with the transfer of a sex crime caseload of 105 cases.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE		
DESCRIPTION	1982 BUDGETED	1983 PLANNED
Total reports	1,900	1,630
Counseling hours	570	490
Cases closed	700	560
Charges filed	500	480
Cases assigned	1,100	850

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Investigation Services	4700	Youth Services	4750
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		448,030	492,820	504,430	498,090
Supplies		410	1,940	1,260	1,260
Other Services & Charges		16,430	5,270	2,870	2,870
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		430	690	-0-	-0-
DIRECT ORGANIZATIONAL COST		465,300	500,720	508,560	502,220
Intragovernmentals from Others		149,790	206,320	308,810	297,200
BUDGET UNIT COST		615,090	707,040	817,370	799,420
Intragovernmentals to Others		490	-0-	-0-	-0-
FUNCTION COST		614,600	707,040	817,370	799,420
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		-0-	-0-	-0-	-0-
Charges for Service		160	-0-	-0-	-0-
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		160	-0-	-0-	-0-
NET PROGRAM COST		614,440	707,040	817,370	799,420
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Sergeant		27P F	1	1	1
Police Investigator II		26P F	1	1	1
Patrol Officer		25P F	3	3	3
		24P A-B	2	1	1
TOTAL			7	6	6

1983 WORK PROGRAM

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DEPT. - Police	UNIT NO. 4000	DIV. Investigation Services	UNIT NO. 4700	SEC. Warrants	UNIT NO. 4760
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MISSION

To provide transportation of Municipal prisoners for In-custody Court appearances seven days a week and serve documents generated by the District Court

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Sergeant, eight Patrol Officers, one Police Clerk II, and two Police Clerk I's will provide guards and transportation for Municipal prisoners between detention facilities and the district Court seven days per week; receive, process, file and serve arrest warrants, subpoenas, summons and orders to show cause.

WORKLOAD

- 27,500 legal documents
- 3,900 prisoners

WORK ACTIVITIES

- Respond to inquiries, prepare correspondence, log in/out court documents received, identify, locate and serve arrest warrants, subpoenas, summons and orders to show cause, enter and delete arrest warrants as required in statewide computerized information file, sort and file Parking Summons and other court documents
- Transport and guard prisoners from State operated detention facilities for court proceedings and return to detention

CHANGES FROM CURRENT LEVEL

One additional Police Clerk I to provide clerical support for timely disposition of arrest warrants and other documents received from the Alaska Court System.

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Total documents served	16,000	19,250
Face value documents served	\$ 600,000	\$ 667,400
Prisoners transported	3,200	3,900
Arrest warrants computerized	8,200	13,800
Parking summons processed	7,900	13,200
Subpoenas/criminal summons processed	3,600	6,050

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Investigation Services	4700	Warrants	4760
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services		482,010	636,820	814,260	759,530
Supplies		1,230	2,840	3,080	3,080
Other Services & Charges		25,460	24,600	33,400	24,680
Debt Service		-0-	-0-	-0-	-0-
Capital Outlay		1,190	1,560	1,740	1,740
DIRECT ORGANIZATIONAL COST		509,890	665,820	852,480	789,030
Intragovernmentals from Others		264,120	342,500	506,300	489,670
BUDGET UNIT COST		774,010	1,008,320	1,358,780	1,278,700
Intragovernmentals to Others		46,170	53,090	66,960	22,100
FUNCTION COST		727,840	955,230	1,291,820	1,256,600
LESS OPERATIONAL REVENUES:					
Licenses and Permits		-0-	-0-	-0-	-0-
Fines and Forfeitures		38,220	70,000	63,000	63,000
Charges for Service		310	1,600	1,300	1,300
Other Operational Revenues		-0-	-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES		38,530	71,600	64,300	64,300
NET PROGRAM COST		689,310	883,630	1,227,520	1,192,300
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Sergeant		27P F	1	1	1
Patrol Officer		25P F	3	3	3
		24P A-C	2	2	2
Warrant Officer		24P A-F	3	3	3
Police Clerk II		14PI F	1	1	1
Police Clerk I		12PI B-D	1	2	2
TOTAL			11	12	12

1983 WORK PROGRAM

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DEPT. — Police	UNIT NO. 4000	DIV. Investigation Services	UNIT NO. 4700	SEC. Felony Suppression	UNIT NO. 4770
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MISSION

To provide assistance in the apprehension and prosecution of felony criminal statute violators through development and dissemination of investigative lead and suspect information to all investigative units within the department.

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Sergeant, one Police Corporal and two Patrol Officers will develop, evaluate and disseminate felony crime information to the specific operational units responsible for investigation of the identified crime category; assist in the identification, apprehension and prosecution of felony offenders; and assist in the recovery, identification and return of stolen property.

WORKLOAD

- 12,000 reported felony crimes

WORK ACTIVITIES

- Review all cases, develop information sources, disseminate information, assist in the investigation identification, apprehension and prosecution of offenders. Assist in acquisition of search warrants and court orders; perform visual and photographic surveillance; assist in service of felony warrants

CHANGES FROM CURRENT LEVEL

None

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Felony offenders apprehended	Not Available	50
Case clearance assists	Not Available	120
Hours of court time	Not Available	1,000
Information resources developed	Not Available	100

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Investigation Services	4700	Felony Suppression	4770
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:			Part		
Personal Services			Grant	368,920	364,630
Supplies			Funded	1,100	1,100
Other Services & Charges			in	27,650	27,650
Debt Service			1982	-0-	-0-
Capital Outlay				-0-	-0-
DIRECT ORGANIZATIONAL COST				397,670	393,380
Intragovernmentals from Others				276,600	267,940
BUDGET UNIT COST				674,270	661,320
Intragovernmentals to Others				-0-	-0-
FUNCTION COST				674,270	661,320
LESS OPERATIONAL REVENUES:					
Licenses and Permits				-0-	-0-
Fines and Forfeitures				-0-	-0-
Charges for Service				-0-	-0-
Other Operational Revenues				-0-	-0-
TOTAL OPERATIONAL REVENUES				-0-	-0-
NET PROGRAM COST				674,270	661,320
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Sergeant		27P F	-0-	1	1
Police Investigator II		26P F	-0-	1	1
Patrol Officer		25P F	-0-	2	2
TOTAL			-0-	4	4

1983 WORK PROGRAM

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DEPT. -Police	UNIT NO. 4000	DIV. Crisis Intervention Response Team	UNIT NO. 4800	SEC. Crisis Intervention Response Team	UNIT NO. 4810
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MISSION

To resolve all unusual hazardous situations that threaten the lives of persons and safety of property

SUMMARY DESCRIPTION OF 1983 LEVEL OF SERVICE

One Police Lieutenant will direct and deploy the Crisis Intervention Response Team of one Police Sergeant and 13 Patrol Officers to control and neutralize all hostage and crisis situations requiring police intervention; and assist in identification and apprehension of criminal offenders in serious and violent crimes.

WORKLOAD

- 14 hostage and crisis situations
- 1,000 serious and violent unsolved crimes
- Proficiency training

WORK ACTIVITIES

- Police intervention to control and neutralize hostage and crisis situations through hostage negotiation and deployment of tactical team
- Investigation to identify and apprehend criminal offenders, and assist in prosecution
- Development and implementation of training for all team members to insure proficiency

CHANGES FROM CURRENT LEVEL

Six additional Patrol Officers to complete the staffing requirement for a fully operational team

PERFORMANCE MEASURES FOR THIS LEVEL OF SERVICE

DESCRIPTION	1982 BUDGETED	1983 PLANNED
Hostage and crisis situation response	9	14
Hours of training	520	4,200

Dept.	Unit No.	Div.	Unit No.	Section	Unit No.
Police	4000	Crisis Intervention	4800	Crisis Intervention	4810
FINANCIAL RESOURCES		1981	1982	1983	
		ACTUAL	REVISED	PROPOSED	ADOPTED
EXPENDITURES:					
Personal Services	New		333,340	1,196,840	1,182,430
Supplies	Budget		23,450	25,550	25,550
Other Services & Charges	Unit		208,620	20,760	20,760
Debt Service	in		-0-	-0-	-0-
Capital Outlay	1982		36,080	54,520	54,520
DIRECT ORGANIZATIONAL COST			601,490	1,297,670	1,283,260
Intragovernmentals from Others			46,550	153,580	151,940
BUDGET UNIT COST			648,040	1,451,250	1,435,200
Intragovernmentals to Others			208,730	1,451,250	1,435,200
FUNCTION COST			439,310	-0-	-0-
LESS OPERATIONAL REVENUES:					
Licenses and Permits			-0-	-0-	-0-
Fines and Forfeitures			-0-	-0-	-0-
Charges for Service			-0-	-0-	-0-
Other Operational Revenues			-0-	-0-	-0-
TOTAL OPERATIONAL REVENUES			-0-	-0-	-0-
NET PROGRAM COST			439,310	-0-	-0-
PERSONNEL RESOURCES		RANGE & STEP	1982 BUDGET	1983	
				PROPOSED	ADOPTED
Police Lieutenant	17N F		1	1	1
Police Sergeant	27P F		1	1	1
Patrol Officer	25P F		-0-	6	6
	24P B-C		7	7	7
TOTAL			9	15	15