

# **MUNICIPAL ATTORNEY**

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MUNICIPAL ATTORNEY

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Mayor

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Municipal  
Attorney  
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DEPARTMENT SUMMARY

Department

MUNICIPAL ATTORNEY

Mission

To provide legal services to all phases of municipal government operations, defend against liabilities, and provide justice and protection service for certain misdemeanor criminal offenses with special emphasis on drunk driving.

Major Programming Highlights

- Support public safety initiatives, especially in the areas of drunk driving and domestic violence.
- Reorient service priorities to ensure adequate support for essential service at reduced cost.
- Encourage code enforcement by staff and private citizens to reduce public cost of code enforcement.

Resources

	1986	1987
Direct Costs	\$ 2,510,810	\$ 2,191,750
Program Revenues	\$ 5,300	\$ 5,300
Personnel	39FT 3PT	33FT 3PT

1987 RESOURCE PLAN

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION	FINANCIAL SUMMARY		PERSONNEL SUMMARY			
	1986 REVISED	1987 BUDGET	1986 REVISED		1987 BUDGET	
			FT	PT	T	TOTAL
MUNICIPAL ATTORNEY	2,510,810	2,191,750	39	3		42
OPERATING COST	2,510,810	2,191,750	39	3		42
DEBT SERVICE	0	0				
DIRECT ORGANIZATION COST	2,510,810	2,191,750				
INTRAGOVERNMENTAL CHARGES FROM OTHERS	362,950	343,790				
TOTAL DEPARTMENT COST	2,873,760	2,535,540				
INTRAGOVERNMENTAL CHARGES TO OTHERS	2,481,830	2,178,820				
FUNCTION COST	391,930	356,720				
PROGRAM REVENUES	5,300	5,300				
NET PROGRAM COST	386,630	351,420				

1987 RESOURCES BY CATEGORY OF EXPENSE

DIVISION	PERSONAL SERVICES	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	TOTAL DIRECT COST
MUNICIPAL ATTORNEY	2,036,610	16,800	159,860	36,000	2,249,270
LESS VACANCY FACTOR	57,520				57,520
DEPT. TOTAL WITHOUT DEBT SERVICE	1,979,090	16,800	159,860	36,000	2,191,750
DEBT SERVICE					
TOTAL DIRECT ORGANIZATION COST	1,979,090	16,800	159,860	36,000	2,191,750

## RECONCILIATION FROM 1986 REVISED TO 1987 BUDGET

Department    MUNICIPAL ATTORNEY	Direct Costs	Positions
1986 Revised Budget:	\$ 2,510,810	39FT  3PT
Amount Required to Continue Existing Programs in 1987:	94,880	
 REDUCTION IN EXISTING PROGRAMS:		
- Reduce level of criminal case intake for lesser offenses by cutting one attorney and three support staff	(160,440)	(4FT)
- Reduced civil law activity in code revision and enforcement by reduction of one attorney and one support staff	(106,860)	(2FT)
- Professional Service funds to support major litigation	(58,660)	
- Court litigation cost funds to support all litigation	(7,130)	
 NEW/EXPANDED PROGRAMS:		
- None		
 MISCELLANEOUS DECREASES:		
- Reduction in personnel account	(62,810)	
- Increased vacancy factor	(1,670)	
- Supplies and capital acquisition	(5,060)	
- Overtime	(5,730)	
- Miscellaneous costs (net)	(5,580)	
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1987 BUDGET	\$ 2,191,750	33FT  3PT

1987 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY                      DIVISION:  
 PROGRAM: Municipal Legal Services

PURPOSE:

To provide legal services to all phases of municipal government; provide for defense against liabilities; manage legal services; and provide prosecution service for penal and traffic codes in support of the Anchorage Police Department.

1986 OBJECTIVES:

- A computer assisted electronic legal research system has been installed and is fully operational.
- The capability to process domestic violence cases has been increased by the establishment of a paralegal/investigator.
- Additional training has been provided to client departments in prevention and processing of labor grievances, and processing of complaints and infractions of Municipal codes.
- Support of the Directed Patrols Against Drunk Drivers program has continued without the benefit of grant funds.

1987 OBJECTIVES:

- Emphasize domestic violence and drunk driving enforcement.
- Reorient service priorities to ensure adequate support for essential service at reduced cost.

RESOURCES:

	1985 REVISED			1986 REVISED			1987 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	36	3	0	39	3	0	33	3	0
PERSONAL SERVICES	\$ 2,068,980			\$ 2,224,180			\$ 1,979,090		
SUPPLIES	19,260			18,860			16,800		
OTHER SERVICES	244,210			228,770			159,860		
CAPITAL OUTLAY	69,110			39,000			36,000		
TOTAL DIRECT COST:	\$ 2,401,560			\$ 2,510,810			\$ 2,191,750		
PROGRAM REVENUES:	\$ 5,300			\$ 5,300			\$ 5,300		

PERFORMANCE MEASURES:

Hours of legal service billed.	13,300	14,892	13,588
Documents reviewed.	1,125	1,125	1,125
Criminal case intake.	8,500	8,500	7,500
Litigate civil law matters.	360	400	400

1 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS: