

MUNICIPAL ATTORNEY

MUNICIPAL ATTORNEY

Mayor

Municipal
Attorney
1150

DEPARTMENT SUMMARY

DEPARTMENT

MUNICIPAL ATTORNEY

MISSION

To provide for the delivery of legal services to all phases of Municipal government operations; management of all civil litigation to which the Municipality is a party; and the judicial prosecution of misdemeanor criminal offenses in direct support of enforcement activities carried out by the Anchorage Police Department.

MAJOR PROGRAMMING HIGHLIGHTS

- Perform mandated executive support functions and serve as principal legal advisor to the Municipal Assembly.
- Establish a more effective liaison capability with the Assembly regarding the ongoing management of the Municipality's legal affairs.
- Perform a wide range of support services associated with passage of the Americans with Disabilities Act of 1991 (i.e., ADA).
- Continue an aggressive policy with respect to the prosecution of domestic violence assault and child abuse where a majority of the cases submitted for potential prosecution are filed for further action.

RESOURCES

| | 1992 | 1993 |
|------------------|--------------|--------------|
| Direct Costs | \$ 2,821,460 | \$ 2,899,840 |
| Program Revenues | \$ 329,000 | \$ 369,500 |
| Personnel | 44FT | 43FT |

1993 R E S O U R C E P L A N

DEPARTMENT: MUNICIPAL ATTORNEY

| DIVISION | FINANCIAL SUMMARY | | PERSONNEL SUMMARY | | | | | | | |
|---|-------------------|-------------|-------------------|----|---|-------|-------------|----|---|-------|
| | 1992 REVISED | 1993 BUDGET | 1992 REVISED | | | | 1993 BUDGET | | | |
| | | | FT | PT | T | TOTAL | FT | PT | T | TOTAL |
| MUNICIPAL ATTORNEY | 2,821,460 | 2,899,840 | 44 | | | 44 | 43 | | | 43 |
| OPERATING COST | 2,821,460 | 2,899,840 | 44 | | | 44 | 43 | | | 43 |
| ADD DEBT SERVICE | 0 | 0 | | | | | | | | |
| DIRECT ORGANIZATION COST | 2,821,460 | 2,899,840 | | | | | | | | |
| ADD INTRAGOVERNMENTAL CHARGES FROM OTHERS | 378,670 | 483,250 | | | | | | | | |
| TOTAL DEPARTMENT COST | 3,200,130 | 3,383,090 | | | | | | | | |
| LESS INTRAGOVERNMENTAL CHARGES TO OTHERS | 2,644,640 | 2,795,020 | | | | | | | | |
| FUNCTION COST | 555,490 | 588,070 | | | | | | | | |
| LESS PROGRAM REVENUES | 329,000 | 369,500 | | | | | | | | |
| NET PROGRAM COST | 226,490 | 218,570 | | | | | | | | |

1993 R E S O U R C E S B Y C A T E G O R Y O F E X P E N S E

| DIVISION | PERSONAL SERVICES | SUPPLIES | OTHER SERVICES | CAPITAL OUTLAY | TOTAL DIRECT COST |
|----------------------------------|-------------------|----------|----------------|----------------|-------------------|
| MUNICIPAL ATTORNEY | 2,728,150 | 18,300 | 160,450 | 56,070 | 2,962,970 |
| DEPT. TOTAL WITHOUT DEBT SERVICE | 2,728,150 | 18,300 | 160,450 | 56,070 | 2,962,970 |
| LESS VACANCY FACTOR | 63,130 | | | | 63,130 |
| ADD DEBT SERVICE | | | | | |
| TOTAL DIRECT ORGANIZATION COST | 2,665,020 | 18,300 | 160,450 | 56,070 | 2,899,840 |

| |
|--|
| RECONCILIATION FROM 1992 REVISED TO 1993 BUDGET REQUEST |
|--|

DEPARTMENT: MUNICIPAL ATTORNEY

| | <u>DIRECT COSTS</u> | <u>POSITIONS</u> | | |
|--|---------------------|------------------|------------|-----------|
| | | FT | PT | T |
| 1992 REVISED BUDGET: | \$ 2,821,460 | 44 | | |
| 1992 ONE-TIME REQUIREMENTS: | | | | |
| - Office Relocation Costs | (2,000) | | | |
| - Management Information Systems/ Communication Equipment Improvements | (27,500) | | | |
| AMOUNT REQUIRED TO CONTINUE EXISTING PROGRAMS IN 1993: | | | | |
| - Salaries and Benefits Adjustment | 261,010 | | | |
| - Non-Personnel Services Inflation Adjustment | 9,040 | | | |
| TRANSFERS TO/FROM OTHER DEPARTMENTS: | | | | |
| - None | | | | |
| 1992 CONTINUATION LEVEL: | \$3,062,010 | | | |
| REDUCTIONS IN COSTS OF EXISTING PROGRAMS: | | | | |
| - Eliminate Assistant Municipal Attorney Assigned to the Civil Law Office | (88,490) | (1) | | |
| - Personnel Changes | (52,450) | | | |
| EXPANSIONS IN EXISTING PROGRAMS: | | | | |
| - None | | | | |
| NEW PROGRAMS: | | | | |
| - None | | | | |
| MISCELLANEOUS INCREASES (DECREASES): | | | | |
| - Miscellaneous Non-Personnel Reductions | (12,190) | | | |
| - Non-Personal Services Inflation Absorption | (9,040) | | | |
| 1993 BUDGET REQUEST | <u>\$ 2,899,840</u> | <u>43FT</u> | <u>OPT</u> | <u>OT</u> |

1993 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION:

PROGRAM: Administration

PURPOSE:

Oversee all departmental activities; provide policy guidance; and perform centralized financial management, procurement, client billing, and clerical support functions. Provide direct case management assistance; consultation, and clerical pursuant to execution of all civil law functions.

1992 PERFORMANCES:

- Perform mandated executive support functions and serve as principal legal advisor to the Municipal Assembly.
- Provide policy guidance and promote staff development efforts directed toward maximizing in-house capabilities and overall job satisfaction.
- Perform centralized financial management, client billing, procurement, and other department-wide administrative support functions.
- Complete the acquisition/installation of Management Information System (MIS) facilities in Phase II of department's Information Systems Plan.
- Review all requests for contract legal services and perform ongoing contract monitoring functions.
- Modify operating policies and procedures, where appropriate, to maximize the benefits realized from installation of the department's MIS Local Area Network (LAN) facilities.
- Complete the testing and evaluation of selected civil and criminal law case management software applications.

1993 OBJECTIVES:

- Perform mandated executive support functions and serve as principal legal advisor to the Municipal Assembly.
- Provide policy guidance and promote staff development efforts directed toward maximizing in-house capabilities and overall job satisfaction.
- Perform centralized financial management, client billing, procurement, and other department-wide administrative support functions.
- Automate selected administrative support functions by acquiring the most suitable and cost-effective legal management LAN software applications.
- Review all requests for contract legal services and perform ongoing contract monitoring functions.
- Modify operating policies and procedures, where appropriate, to maximize the benefits realized from installation of Phase II of the department's MIS facilities enhancement project.
- Establish a more effective ongoing liaison capability vis-a-vis soliciting input from the Assembly regarding management of the Municipality's legal affairs.

1993 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
 PROGRAM: Administration
 RESOURCES:

DIVISION:

| | 1991 REVISED | | | 1992 REVISED | | | 1993 BUDGET | | |
|--------------------|--------------|---------|---|--------------|---------|---|-------------|---------|---|
| | FT | PT | T | FT | PT | T | FT | PT | T |
| PERSONNEL: | 3 | 0 | 0 | 3 | 0 | 0 | 3 | 0 | 0 |
| PERSONAL SERVICES | \$ | 210,960 | | \$ | 226,830 | | \$ | 248,160 | |
| SUPPLIES | | 320 | | | 400 | | | 400 | |
| OTHER SERVICES | | 9,200 | | | 11,460 | | | 9,100 | |
| CAPITAL OUTLAY | | 800 | | | 800 | | | 0 | |
| TOTAL DIRECT COST: | \$ | 221,280 | | \$ | 239,490 | | \$ | 257,660 | |

PERFORMANCE MEASURES:

| | | | | | | |
|--|--|--------|--|--------|--|--------|
| - Contract counsel files maintained. | | 32 | | 32 | | 30 |
| - Client agencies served. | | 79 | | 79 | | 79 |
| - Attorney billings processed | | 13,500 | | 15,100 | | 16,720 |
| - Assembly meetings/work sessions attended | | 45 | | 50 | | 50 |

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

1

1993 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
PROGRAM: Prosecution

DIVISION:

PURPOSE:

Prosecute misdemeanor criminal complaints consistent with applicable Municipal ordinances. Provide the personnel and resources necessary to properly evaluate cases; file charges; conduct criminal trials; enforce probation stipulations; prepare motions and appeals; and assist victims.

1992 PERFORMANCES:

- Provide for the prosecution of all misdemeanor criminal offenses consistent with applicable Municipal ordinances.
- Continue an aggressive policy with respect to the prosecution of domestic violence assault and child abuse cases, where a majority of the cases submitted for potential prosecution are filed for further action.
- Evaluate available "off-the-shelf" criminal case management Local Area Network software applications for possible adoption in lieu of retaining current outmoded manual recordkeeping systems.
- Maintain a cost effective Pretrial Diversion Program designed to offer a wider range of sentencing alternatives in determining the disposition of cases involving minor misdemeanor property offenses.
- Maintain an in-house Victim/Witness Assistance Program to facilitate the investigation, prosecution, and follow-up of cases involving the commission of serious misdemeanor offenses (e.g. domestic violence assault).

1993 OBJECTIVES:

- Continue an aggressive policy with respect to the prosecution of domestic violence assault and child abuse cases, where a majority of the cases submitted for potential prosecution are filed for further action.
- Maintain an on-site Victim/Witness Assistance Program to facilitate the investigation, prosecution, and follow-up of cases involving the commission of serious misdemeanor offenses (e.g., domestic violence assault).
- Maintain an on-site Pretrial Diversion Program to facilitate the prosecution of minor property offenses by providing a cost-effective alternative to incarceration for selected offenders.
- Significantly reduce utilization of manual case management procedures by acquiring and/or developing a comprehensive automated alternative which fully utilizes the capabilities of the existing Local Area Network Management Information Systems facilities.

1993 PROGRAM PLAN

DEPARTMENT: MUNICIPAL ATTORNEY
 PROGRAM: Prosecution
 RESOURCES:

DIVISION:

| | 1991 REVISED | | | 1992 REVISED | | | 1993 BUDGET | | |
|---|--------------|---------|---|--------------|-----------|---|-------------|-----------|---|
| | FT | PT | T | FT | PT | T | FT | PT | T |
| PERSONNEL: | 18 | 0 | 0 | 20 | 0 | 0 | 20 | 0 | 0 |
| PERSONAL SERVICES | \$ | 825,720 | | \$ | 1,053,380 | | \$ | 1,185,240 | |
| SUPPLIES | | 8,500 | | | 8,570 | | | 9,000 | |
| OTHER SERVICES | | 46,250 | | | 67,190 | | | 52,790 | |
| CAPITAL OUTLAY | | 13,300 | | | 35,500 | | | 6,980 | |
| TOTAL DIRECT COST: | \$ | 893,770 | | \$ | 1,164,640 | | \$ | 1,254,010 | |
| PROGRAM REVENUES: | \$ | 14,000 | | \$ | 14,000 | | \$ | 54,500 | |
| PERFORMANCE MEASURES: | | | | | | | | | |
| - Case intakes | | 8,391 | | | 9,524 | | | 10,833 | |
| - Cases filed | | 6,346 | | | 7,136 | | | 7,987 | |
| - Motions filed, incl., appeals & petitions to revoke probation | | 2,189 | | | 2,584 | | | 2,899 | |
| - Trials: criminal | | 44 | | | 48 | | | 51 | |
| - Subpoenas issued: traffic & minor offenses | | 1,520 | | | 1,611 | | | 1,708 | |
| - Pretrial Diversion Program: number of participants | | 309 | | | 361 | | | 419 | |
| - Pretrial Diversion Prog.: hrs. of public work service performed | | 4,655 | | | 5,400 | | | 6,264 | |
| - Trials: traffic | | 156 | | | 165 | | | 170 | |

10 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 3, 6, 10

1993 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
PROGRAM: Civil Law

DIVISION:

PURPOSE:

Provide for the delivery of legal services to all municipal agencies, enterprise activities, and the Municipal Assembly; and manage the litigation of all civil actions to which the Municipality of Anchorage is party as either a defendant or plaintiff.

1992 PERFORMANCES:

- Perform a wide range of services in support of the Labor Relations Department, including advocacy at court proceedings, arbitrations, Employee Relations Board, Equal Rights Commission hearings; and advisory services regarding Labor negotiations and implementation of the Americans with Disabilities Act.
- Enhance in-house special area practitioner capabilities in the area of public safety by establishing a designated position to serve the advisory and direct litigation needs of the Police and Fire Departments.
- Continue efforts to promote further staff development and expand the availability of in-house litigation specialists through cross-training, joint-counsel defense assignments, and other team building personnel management techniques.
- Introduce modified document handling and tracking procedures designed to expedite the delivery of services to all client agencies.
- Continue policies directed toward further reducing the Municipality's utilization of outside contract attorneys in all areas.

1993 OBJECTIVES:

- Perform a wide range of representation/advocacy functions and other advisory activities for the Department of Labor Relations, including a number of support services associated with passage of the Americans with Disabilities Act of 1991 (ADA).
- Perform only essential non-litigation legal advisory and consultation services to insure that limited in-house staff resources are available to carry out direct litigation and administrative hearing representation responsibilities.
- Further modify existing assignment tracking and monitoring procedures to enhance staff productivity and expedite the delivery of services.
- Continue all policies directed toward identifying additional areas where anticipated outside contract attorney expenses could be reduced through the utilization of in-house personnel.
- Perform non-bankruptcy and bankruptcy litigation and collection services for all municipal general government agencies and municipally-managed enterprise functions.

1993 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION:

PROGRAM: Civil Law

RESOURCES:

| | 1991 REVISED | | | 1992 REVISED | | | 1993 BUDGET | | |
|--|--------------|----|---|--------------|----|---|--------------|----|---|
| | FT | PT | T | FT | PT | T | FT | PT | T |
| PERSONNEL: | 20 | 0 | 0 | 21 | 0 | 0 | 20 | 0 | 0 |
| PERSONAL SERVICES | \$ 1,005,320 | | | \$ 1,250,020 | | | \$ 1,231,620 | | |
| SUPPLIES | 9,000 | | | 8,900 | | | 8,900 | | |
| OTHER SERVICES | 82,600 | | | 103,170 | | | 98,560 | | |
| CAPITAL OUTLAY | 40,500 | | | 55,240 | | | 49,090 | | |
| TOTAL DIRECT COST: | \$ 1,137,420 | | | \$ 1,417,330 | | | \$ 1,388,170 | | |
| PROGRAM REVENUES: | \$ 315,000 | | | \$ 315,000 | | | \$ 315,000 | | |
| PERFORMANCE MEASURES: | | | | | | | | | |
| - Hours of legal service billed (Civil Law) | 14,900 | | | 15,880 | | | 15,750 | | |
| - Active civil litigation & matters files (avg./mo.) | 1,950 | | | 2,060 | | | 1,960 | | |
| - Contract and Assembly documents processed | 730 | | | 730 | | | 685 | | |
| - Legal opinions issued (Civil Law) | 185 | | | 190 | | | 170 | | |
| - Docketed attorney assignments | 470 | | | 600 | | | 540 | | |

10 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
2, 4, 5, 7, 8, 9

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M U N I C I P A L I T Y O F A N C H O R A G E
1993 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY
DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
CODE LVL

1 1150-MUNICIPAL ATTORNEY CB 1
0372-Administration OF
SOURCE OF FUNDS, THIS SVC LEVEL: 11
TAX SUPPORT
IGC SUPPORT
Oversee all departmental activities; provide policy guidance; and perform centralized administrative, financial management, procurement, client billing and clerical support functions. Provide direct case management assistance and legal advice pursuant to execution of the department's civil law functions. (CB)

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|-------|------|---------|---------|
| FT | PT | T | SERVICE | | | | | |
| 3 | 0 | 0 | 248,160 | 400 | 9,100 | 0 | 0 | 257,660 |

2 1150-MUNICIPAL ATTORNEY CB 2
0146-Civil Law OF
SOURCE OF FUNDS, THIS SVC LEVEL: 11
TAX SUPPORT
IGC SUPPORT
PROGRAM REVENUES 15,000
Provide essential in-house support and consultation services to all municipal agencies and enterprise functions (excl the Anchorage Telephone Utility). On-going services would include: preparing draft ordinances; reviewing other Assembly actions and documents; issuing legal opinions; and providing limited direct litigation and administrative hearing advocacy services. (CB)

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|--------|------|---------|---------|
| FT | PT | T | SERVICE | | | | | |
| 11 | 0 | 0 | 667,770 | 6,500 | 73,460 | 0 | 45,690 | 793,420 |

3 1150-MUNICIPAL ATTORNEY CB 3
0643-Prosecution OF
SOURCE OF FUNDS, THIS SVC LEVEL: 11
IGC SUPPORT
PROGRAM REVENUES 40,500
Prosecute all misdemeanor offenses, and support APD enforcement of all traffic and other infractions recognized under the Anchorage Municipal Code, with the exception of the following driving-related and minor property offenses: Driving While Intoxicated (DWI); Shoplifting (all categories); and Defrauding an Innkeeper. (CB)

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|--------|------|---------|---------|
| FT | PT | T | SERVICE | | | | | |
| 13 | 0 | 0 | 783,110 | 7,300 | 43,980 | 0 | 5,680 | 840,070 |

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MUNICIPALITY OF ANCHORAGE
1993 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

| | | | |
|------|--------------|------|-----|
| DEPT | BUDGET UNIT/ | SL | SVC |
| RANK | PROGRAM | CODE | LVL |

4 1150-MUNICIPAL ATTORNEY
0146-Civil Law
SOURCE OF FUNDS, THIS SVC LEVEL:

| | | |
|----|----|--|
| CB | 4 | Provide the minimum professional legal staff necessary to maintain a viable |
| | 0F | in-house bankruptcy litigation function relative to the collection of delinquent real and personal property taxes, and related debts for all municipal agencies and enterprise functions, including the Anchorage Telephone Utility. |
| | 11 | (CB) |

IGC SUPPORT
PROGRAM REVENUES 170,000

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|----------|---------|---------|---------|
| FT | PT | T | SERVICE | | SERVICES | SERVICE | OUTLAY | |
| 3 | 0 | 0 | 163,300 | 500 | 4,650 | 0 | 600 | 169,050 |

5 1150-MUNICIPAL ATTORNEY
0146-Civil Law
SOURCE OF FUNDS, THIS SVC LEVEL:

| | | |
|----|----|--|
| CO | 5 | Provide the minimum professional legal staff necessary to maintain a viable |
| | 0F | non-bankruptcy collections function relative to the collection of delinquent business personal property taxes, other general government delinquencies and unpaid utility bills, including ATU if selected as contract counsel. |
| | 11 | (CO) |

IGC SUPPORT
PROGRAM REVENUES 130,000

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|----------|---------|---------|---------|
| FT | PT | T | SERVICE | | SERVICES | SERVICE | OUTLAY | |
| 2 | 0 | 0 | 122,130 | 600 | 6,670 | 0 | 0 | 129,400 |

6 1150-MUNICIPAL ATTORNEY
0643-Prosecution
SOURCE OF FUNDS, THIS SVC LEVEL:

| | | |
|----|----|---|
| CO | 6 | Provides minimum staffing necessary to effectively prosecute offenders charged |
| | 0F | under the current DWI misdemeanor criminal provisions contained in Title 9 of the Anchorage Municipal Code. Responsibilities include: initial case intake and evaluation; filing and adjudication; responding to motions and appeals; and enforcing conditions of probation through revocation. |
| | 11 | (CO) |

IGC SUPPORT

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|----------|---------|---------|---------|
| FT | PT | T | SERVICE | | SERVICES | SERVICE | OUTLAY | |
| 5 | 0 | 0 | 274,360 | 1,000 | 6,990 | 0 | 1,300 | 283,650 |

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MUNICIPALITY OF ANCHORAGE
1993 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

| | | | |
|------|--------------|------|-----|
| DEPT | BUDGET UNIT/ | SL | SVC |
| RANK | PROGRAM | CODE | LVL |

| | | | | |
|---|----------------------------------|----|----|--|
| 7 | 1150-MUNICIPAL ATTORNEY | CO | 7 | Provide continuation funding for design- |
| | 0146-Civil Law | | OF | nated in-house attorney to assist in |
| | SOURCE OF FUNDS, THIS SVC LEVEL: | | 11 | the management and direct litigation of |
| | IGC SUPPORT | | | lawsuits subject to settlement as claim |
| | | | | against the Municipality's General |
| | | | | Liability Self-Insurance Fund. Provide |
| | | | | in-house services in lieu of comparable |
| | | | | contract attorney expenses in excess of |
| | | | | \$300,000. (CO) |

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|----------|---------|---------|---------|
| FT | PT | T | SERVICE | | SERVICES | SERVICE | OUTLAY | |
| 2 | 0 | 0 | 119,400 | 500 | 8,420 | 0 | 300 | 128,620 |

| | | | | |
|---|----------------------------------|----|----|--|
| 8 | 1150-MUNICIPAL ATTORNEY | CO | 8 | Provide continuation funding for design- |
| | 0146-Civil Law | | OF | nated in-house attorney to provide |
| | SOURCE OF FUNDS, THIS SVC LEVEL: | | 11 | specialized assistance regarding labor |
| | TAX SUPPORT | | | relations civil litigation; enhanced |
| | IGC SUPPORT | | | advocacy assistance at administrative |
| | | | | hearings; and other legal advice, |
| | | | | particularly with respect to the ADA. |
| | | | | Provide in-house services in lieu of |
| | | | | comparable contract attorney expenses |
| | | | | in excess of \$150,000. (CO) |

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|----------|---------|---------|--------|
| FT | PT | T | SERVICE | | SERVICES | SERVICE | OUTLAY | |
| 1 | 0 | 0 | 71,610 | 500 | 2,130 | 0 | 1,000 | 75,240 |

| | | | | |
|---|----------------------------------|----|----|--|
| 9 | 1150-MUNICIPAL ATTORNEY | CA | 9 | Provide continuation funding for design- |
| | 0146-Civil Law | | OF | nated in-house attorney to serve the |
| | SOURCE OF FUNDS, THIS SVC LEVEL: | | 11 | ongoing specialized legal needs of the |
| | IGC SUPPORT | | | Anchorage Police and Fire Departments. |
| | | | | Provide in-house services in lieu of |
| | | | | comparable contract attorney expenses |
| | | | | in excess of \$150,000. (CA) |

| PERSONNEL | | | PERSONAL | SUPPLIES | OTHER | DEBT | CAPITAL | TOTAL |
|-----------|----|---|----------|----------|----------|---------|---------|--------|
| FT | PT | T | SERVICE | | SERVICES | SERVICE | OUTLAY | |
| 1 | 0 | 0 | 87,410 | 300 | 3,230 | 0 | 1,500 | 92,440 |

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M U N I C I P A L I T Y O F A N C H O R A G E
1993 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

| | | | |
|------|-------------------------|------------|------------|
| DEPT | BUDGET UNIT/ PROGRAM | SL CODE | SVC LVL |
|------|-------------------------|------------|------------|

| | | | | |
|----|---|----|----|---|
| 10 | 1150-MUNICIPAL ATTORNEY 0643-Prosecution | CO | 10 | Provide the minimum staffing necessary to prosecute the following misdemeanor offenses cited under the current Anchorage Municipal Code: shoplifting (all categories) and "Defrauding an Inn-keeper." Responsibilities include: case intake & evaluation; filing and adjudication; and operation of the Pretrial Diversion Program. Provide an estimated 6,200(+) hrs. of public work svc. (CO) |
| | SOURCE OF FUNDS, THIS SVC LEVEL: | | 11 | |
| | IGC SUPPORT | | | |
| | PROGRAM REVENUES 14,000 | | | |

| PERSONNEL | | | PERSONAL SERVICE | SUPPLIES | OTHER SERVICES | DEBT SERVICE | CAPITAL OUTLAY | TOTAL |
|-----------|----|---|------------------|----------|----------------|--------------|----------------|---------|
| FT | PT | T | | | | | | |
| 2 | 0 | 0 | 127,770 | 700 | 1,820 | 0 | 0 | 130,290 |

SUBTOTAL OF FUNDED SERVICE LEVELS, MUNICIPAL ATTORNEY

| PERSONNEL | | | PERSONAL SERVICE | SUPPLIES | OTHER SERVICES | DEBT SERVICE | CAPITAL OUTLAY | TOTAL |
|-----------|----|---|------------------|----------|----------------|--------------|----------------|-----------|
| FT | PT | T | | | | | | |
| 43 | 0 | 0 | 2,665,020 | 18,300 | 160,450 | 0 | 56,070 | 2,899,840 |

----- DEPARTMENT OF MUNICIPAL ATTORNEY FUNDING LINE -----
. 2,899,840

| | | | | |
|----|---|----|----|--|
| 11 | 1150-MUNICIPAL ATTORNEY 0146-Civil Law | CA | 11 | Maintain the delivery of in-house legal advisory and consultation services at current levels. Retain the staff resources necessary to respond to the increasing number of requests for assistance attributable to the loss of administrative and program support personnel across all general government-funded agencies. (CA) |
| | SOURCE OF FUNDS, THIS SVC LEVEL: | | 11 | |
| | TAX SUPPORT | | | |
| | IGC SUPPORT | | | |

| PERSONNEL | | | PERSONAL SERVICE | SUPPLIES | OTHER SERVICES | DEBT SERVICE | CAPITAL OUTLAY | TOTAL |
|-----------|----|---|------------------|----------|----------------|--------------|----------------|--------|
| FT | PT | T | | | | | | |
| 1 | 0 | 0 | 77,320 | 400 | 9,270 | 0 | 1,500 | 88,490 |

TOTALS FOR DEPARTMENT OF MUNICIPAL ATTORNEY , FUNDED AND UNFUNDED

| PERSONNEL | | | PERSONAL SERVICE | SUPPLIES | OTHER SERVICES | DEBT SERVICE | CAPITAL OUTLAY | TOTAL |
|-----------|----|---|------------------|----------|----------------|--------------|----------------|-----------|
| FT | PT | T | | | | | | |
| 44 | 0 | 0 | 2,742,340 | 18,700 | 169,720 | 0 | 57,570 | 2,988,330 |