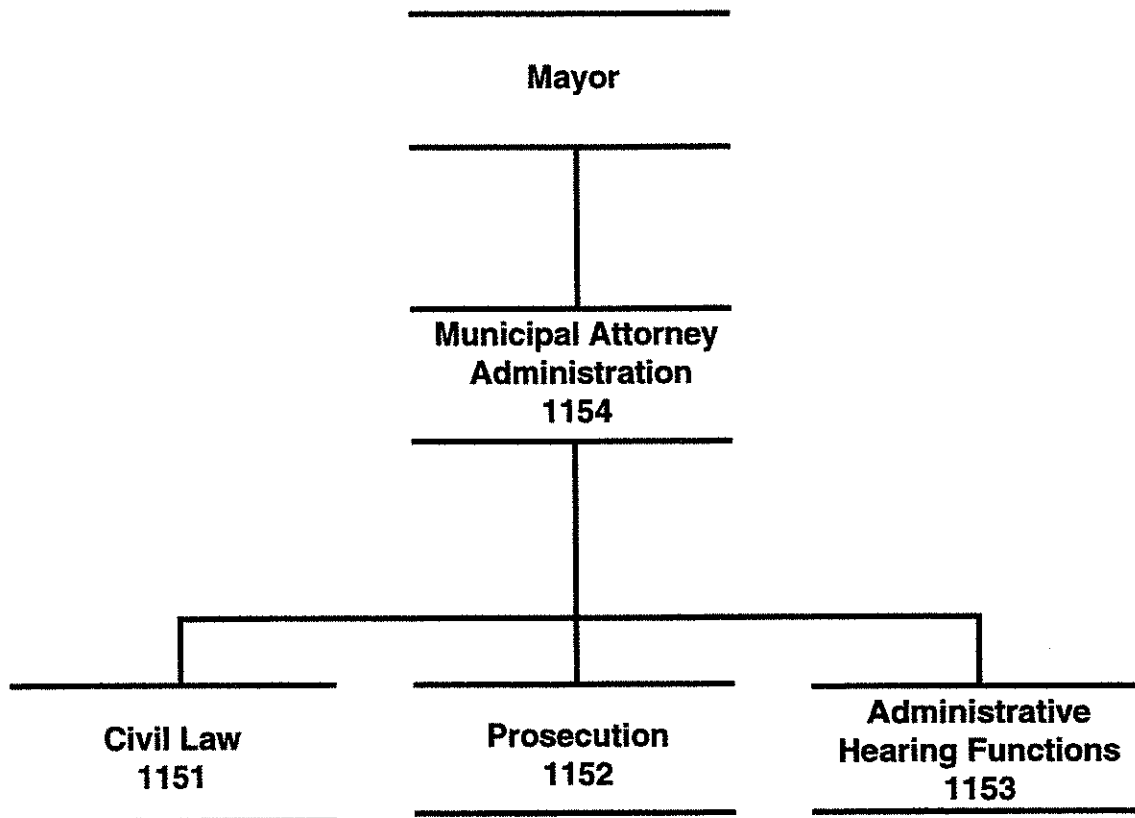


MUNICIPAL ATTORNEY

MUNICIPAL ATTORNEY



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; the judicial prosecution of misdemeanor criminal offenses in direct support of enforcement activities carried out by the Anchorage Police Department; and the resolution of certain civil and criminal code violations through the use of an Administrative Hearing Officer:

Major Program Highlights

- Perform mandated executive support functions and serve as principal legal advisor to the Mayor and Municipal Assembly.
- Expand pretrial diversion alternative for minor property crimes.
- Identify and initiate within Prosecution the procedural and operating changes necessary to fully realize the operating benefits associated with the installation of the Police departments new Tiburon Information Management System.
- Improve traffic law enforcement at the prosecution level.
- Continue aggressive policies and procedures relative to the prosecution of DWI and Domestic Violence Assault.
- Assist in formulating the CY 1998 legislative package.
- Assume additional administrative hearing functions as directed by the Administration; required by new enabling legislation; or in direct response to requests for assistance from enforcement agencies.
- Continue representation of municipality in civil litigation including construction, commercial, employment, real estate and tort matters.

RESOURCES

	1997	1998
Direct Costs	\$4,006,240	\$4,082,530
Program Revenues	\$ 418,400	\$ 406,400
Personnel	62FT	61FT

1998 RESOURCE PLAN

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION	FINANCIAL SUMMARY		PERSONNEL SUMMARY					
	1997 REVISED	1998 BUDGET	1997 REVISED			1998 BUDGET		
			FT	PT	T TOTAL	FT	PT	T TOTAL
CIVIL	1,503,230	1,625,760	18		18	20	2	22
PROSECUTION	1,903,830	2,014,910	36		36	35		35
HEARING OFFICER	320,800	140,230	5		5	2		2
LAW ADMIN	270,540	293,790	3		3	3		3
OPERATING COST	3,998,400	4,074,690	62		62	60	2	62
ADD DEBT SERVICE	7,840	7,840						
DIRECT ORGANIZATION COST	4,006,240	4,082,530						
ADD INTRAGOVERNMENTAL CHARGES FROM OTHERS	1,882,220	2,026,110						
TOTAL DEPARTMENT COST	5,888,460	6,108,640						
LESS INTRAGOVERNMENTAL CHARGES TO OTHERS	5,124,260	5,453,640						
FUNCTION COST	764,200	655,000						
LESS PROGRAM REVENUES	418,400	406,400						
NET PROGRAM COST	345,800	248,600						

1998 RESOURCES BY CATEGORY OF EXPENSE

DIVISION	PERSONAL SERVICES	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	TOTAL DIRECT COST
CIVIL	1,340,510	17,900	225,880	50,100	1,634,390
PROSECUTION	1,933,550	14,130	71,080	12,350	2,031,110
HEARING OFFICER	128,330	2,330	7,420	2,150	140,230
LAW ADMIN	265,140	400	26,550	1,700	293,790
DEPT. TOTAL WITHOUT DEBT SERVICE	3,667,530	34,760	330,930	66,300	4,099,520
LESS VACANCY FACTOR	24,830				24,830
ADD DEBT SERVICE					7,840
TOTAL DIRECT ORGANIZATION COST	3,642,700	34,760	330,930	66,300	4,082,530

RECONCILIATION FROM 1997 REVISED BUDGET TO 1998 BUDGET

DEPARTMENT: MUNICIPAL ATTORNEY

	DIRECT COSTS	POSITIONS		
		FT	PT	T
1997 REVISED BUDGET:	\$ 4,006,240	62		
1997 ONE-TIME REQUIREMENTS:				
- Computer, Equipment and Furniture	(40,700)			
AMOUNT REQUIRED TO CONTINUE EXISTING PROGRAMS IN 1998:				
- Salaries and Benefits Adjustment	(31,020)			
- Non-Personal Services Inflation Adjustment	9,000			
- Full Year Additional Cost of Expanded Police	135,020			
- Full Year Additional Cost of Prop. 3 for the DWI Vehicle Impound Program to be Handled Through the Court System Rather than Hearing Office	44,330			
TRANSFERS TO/FROM OTHER DEPARTMENTS:				
- Lease Cost for Prosecution Transferred to P&FM	(6,250)			
MISCELLANEOUS INCREASES (DECREASES):				
- None				
1997 CONTINUATION LEVEL:	\$ 4,116,620	62	0	0
FUNDED NEW/EXPANDED SERVICE LEVELS:				
- None				
UNFUNDED CURRENT SERVICE LEVELS:				
- Receptionist in Civil Law (Taken in Lieu of a Reduction in Budgeted Costs of Programs and Services)	(34,090)	(1)		
1998 BUDGET:	\$ 4,082,530	61 FT	0 PT	0 T

1998 PROGRAM PLAN

DEPARTMENT: MUNICIPAL ATTORNEY
PROGRAM: Administration

DIVISION: LAW ADMIN

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 support pursuant to execution of all civil law functions.

1997 PERFORMANCES:

- Performed mandated executive support functions and served as principal legal advisor to the Mayor and Municipal Assembly.
- Initiated system-wide upgrade of the department's local area network.
- Assisted in the implementation of Proposition 3 approved in April, 1997.
- Administered code update services contract.
- Performed centralized financial management, procurement, client billing, and other department-wide administrative support functions.
- Monitored all legal service contracts.
- Assisted client agencies in preparation and processing of requests for Assembly action.
- Provided support for 1997 legislative efforts and assisted in formulating 1998 legislative package.
- Reduced administrative expenses.
- Instituted monitoring of all Assembly requests for legal assistance to ensure prompt response.

1998 PERFORMANCE OBJECTIVES:

- Perform mandated executive support functions and serve as principal legal advisor to the Mayor and Municipal Assembly.
- Complete system-wide upgrade of the department's current local area network to achieve Municipal operating standards.
- Administer code update services contract.
- Perform centralized financial management, procurement, client billing, and other department-wide administrative support functions.
- Monitor all legal service contracts.
- Assist client agencies in preparation and processing of requests for Assembly action.
- Provide support for 1998 legislative efforts and assist in formulating 1999 legislative package.

1998 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
 PROGRAM: Administration
 RESOURCES:

DIVISION: LAW ADMIN

	1996 REVISED			1997 REVISED			1998 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	3	0	0	3	0	0	3	0	0
PERSONAL SERVICES	\$	243,800		\$	248,270		\$	265,140	
SUPPLIES		600			400			400	
OTHER SERVICES		18,060			20,670			26,550	
CAPITAL OUTLAY		1,120			1,200			1,700	
TOTAL DIRECT COST:	\$	263,580		\$	270,540		\$	293,790	
PROGRAM REVENUES:	\$	14,200		\$	14,200		\$	8,200	
WORK MEASURES:									
- No. of MOA code subscriptions			135			135			135
- Client agencies served			96			104			104
- Contract counsel files maintained			55			55			50
- Procurement/contract actions processed			1,500			1,600			1,600
- Client billings processed			460			580			700

17 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 1, 5

1998 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
PROGRAM: Prosecution

DIVISION: PROSECUTION

PURPOSE:

Prosecute criminal misdemeanors under the Anchorage Municipal Code. Effective prosecution includes aiding the police investigation; evaluating and filing charges; conducting criminal trials; enforcing conditions of probation; writing motions and appeals; and assisting victims.

1997 PERFORMANCES:

- Provided for the prosecution of all misdemeanor offenses committed within the New Anchorage Police Service Area.
- Amended the Anchorage Penal Code, Chapter 8.
- Implemented cooperative procedures to assist State District Attorney's Office in the prosecution of felony DWI cases.
- Developed greater awareness among D. A. offices statewide for the prosecution of probation revocations.
- Implemented more aggressive community outreach program.
- Completed upgrade of local area network facility to current Municipal operating standards, including the adoption APD's "Tiburon" facility.
- Promulgated 1998 legislative crime package.
- Successfully lobbied for passage of automated victim notification in domestic violence cases.
- Committed substantial resources to the appellate prosecution of cases filed under the photo radar program.

1998 PERFORMANCE OBJECTIVES:

- Provide for the prosecution of misdemeanor offenses committed within the Anchorage Metropolitan Police Service Area.
- Continue aggressive community outreach program.
- Improve traffic law enforcement at the prosecution level.
- Expand pretrial diversion alternative for minor property crimes.
- Promulgate 1999 legislative crime package.
- Continue aggressive policies and procedures relative to the prosecution of DWI and domestic violence assault.
- Identify and initiate the procedural and operating changes necessary to fully realize the operating benefits associated with installation of APD's new "Tiburon" automated record keeping facility.

1998 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
 PROGRAM: Prosecution
 RESOURCES:

DIVISION: PROSECUTION

	1996 REVISED			1997 REVISED			1998 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	32	0	0	35	0	0	35	0	0
PERSONAL SERVICES	\$ 1,672,410			\$ 1,780,880			\$ 1,917,350		
SUPPLIES	12,070			13,690			14,130		
OTHER SERVICES	69,130			72,040			71,080		
DEBT SERVICE	7,840			7,840			7,840		
CAPITAL OUTLAY	38,290			37,220			12,350		
TOTAL DIRECT COST:	\$ 1,799,740			\$ 1,911,670			\$ 2,022,750		
PROGRAM REVENUES:	\$ 54,500			\$ 54,500			\$ 54,500		
WORK MEASURES:									
- Counts screened	10,555			13,200			15,410		
- Counts filed	9,075			11,750			13,710		
- Trial appearances	427			500			600		
- Documents prepared/ processed	7,556			9,010			10,550		
- Pretrial Diversion Prog. # of participants	179			200			230		
- Pretrial Diversion hrs. of public work service performed	4,756			4,760			5,240		

17 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 3, 6, 9, 11, 13, 15, 17

1998 PROGRAM PLAN

DEPARTMENT: MUNICIPAL ATTORNEY DIVISION: CIVIL
PROGRAM: Civil Law

PURPOSE:

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

1997 PERFORMANCES:

- Retained in-house litigation expertise in the areas of risk management, public safety civil liability, construction litigation, employment law, real estate, and business law.
- Continued prosecution of DWI vehicle impound/forfeiture cases in District Court.
- Performed non-bankruptcy and bankruptcy judicial collection services for the Anchorage Telephone Utility under contract through December 31, 1997.
- Provided multi-agency support for implementation of Proposition 3.
- Continued to reduce costs of outside litigation.
- Performed a wide variety of general advisory and consultation services in direct support of all Municipal agencies and utilities.
- Participated in substantial revisions to several Municipal code titles.
- Implemented contracting out of paralegal services.
- Provided support for 1997 legislative efforts and assisted in formulating 1998 legislative package.

1998 PERFORMANCE OBJECTIVES:

- Retain in-house litigation expertise in the areas of risk management, public safety civil liability, construction litigation, employment law, real estate, and business law.
- Continue aggressive adjudication efforts with regard to enforcement of the DWI vehicle impound/forfeiture ordinance.
- Perform non-bankruptcy and bankruptcy judicial collection services for the Anchorage Telephone Utility under contract through December 31, 1998.
- Complete all aspects associated with upgrading the division's local area network facility to current Municipal operating standards.
- Perform a wide variety of general advisory and consultation services in direct support of all Municipal agencies and utility functions.
- Continue ongoing efforts to reduce costs of outside litigation.
- Provide support for 1998 legislative efforts and assist in formulating 1999 legislative package.

1998 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
 PROGRAM: Civil Law
 RESOURCES:

DIVISION: CIVIL

	1996 REVISED			1997 REVISED			1998 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	19	0	0	22	0	0	21	0	0
PERSONAL SERVICES	\$ 1,183,490			\$ 1,342,540			\$ 1,331,880		
SUPPLIES	13,300			14,140			17,900		
OTHER SERVICES	105,700			186,170			225,880		
CAPITAL OUTLAY	42,820			43,650			50,100		
TOTAL DIRECT COST:	\$ 1,345,310			\$ 1,586,500			\$ 1,625,760		
PROGRAM REVENUES:	\$ 345,000			\$ 349,700			\$ 343,700		
WORK MEASURES:									
- Total bankruptcy & non-bankruptcy collections	1,350,000			1,100,000			1,100,000		
- Billable hours posted to clients & areawide	17,500			21,000			21,000		
- Open litigation/matters files (avg./month)	1,850			1,890			1,900		
- Contract and Assembly documents processed	846			970			980		
- Docketed attorney assignments	452			520			520		
- DWI impound/forfeiture: vehicles impounded	1,916			1,700			1,700		
- DWI impound/forfeiture: vehicles auctioned	221			250			270		
- DWI impound/forfeiture: of vehicles towed	1,916			1,920			1,950		

17 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 2, 8, 10, 12, 14, 16

1998 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY DIVISION: HEARING OFFICER
PROGRAM: Administrative Hearing Functions

PURPOSE:

Provide for the initial adjudication of Municipal code violations utilizing an administrative hearing officer in lieu of securing redress through state court proceedings.

1997 PERFORMANCES:

- Provided Administrative Hearing Officer for adjudication of the DWI vehicle impound/forfeiture ordinance through June 5, 1997.
- Relocated office to City Hall in October, 1997.
- Provided Administrative Hearing Officer for adjudication of complaints issued under AMC Title 14 with a continuing emphasis on the resolution of zoning and I/M vehicle inspection violations.
- Served as Administrative Hearing Officer for adjudication of Anchorage Transportation Commission appeals.
- Provided Administrative Hearing Officer to adjudicate Department of Finance appeals.
- Provided Administrative Hearing Officer for adjudication of citations issued under the curfew ordinance.
- Provided Administrative Hearing Officer for adjudication of pawnshop disputes pursuant to the enforcement of AMC 10.20.030 & 37.
- Provided Administrative Hearing Officer for adjudication for Municipal Clerk's Office.

1998 PERFORMANCE OBJECTIVES:

- Provide Administrative Hearing Officer for adjudication of complaints issued under AMC Title 14 with a continuing emphasis on the resolution of zoning and I/M vehicle inspection violations.
- Serve as Administrative Hearing Officer for adjudication of Anchorage Transportation Commission appeals.
- Provide Administrative Hearing Officer to adjudicate Department of Finance appeals.
- Provide Administrative Hearing Officer for adjudication of citations issued under the curfew ordinance.
- Provide Administrative Hearing Officer for adjudication of pawnshop disputes pursuant to the enforcement of AMC 10.20.030 & 37.
- Provide Administrative Hearing Officer for adjudication for Municipal Clerk's Office.
- Assume additional hearing functions as directed by the Administration, requested by enforcement agencies, or required by passage of legislation.

1998 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY DIVISION: HEARING OFFICER
 PROGRAM: Administrative Hearing Functions
 RESOURCES:

	1996 REVISED			1997 REVISED			1998 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	3	0	0	2	0	0	2	0	0
PERSONAL SERVICES	\$	175,550		\$	200,420		\$	128,330	
SUPPLIES		2,800			6,300			2,330	
OTHER SERVICES		8,870			12,500			7,420	
CAPITAL OUTLAY		2,300			18,310			2,150	
TOTAL DIRECT COST:	\$	189,520		\$	237,530		\$	140,230	
WORK MEASURES:									
- I/M complaints received		750			200			400	
- DWI impound/forfeiture complaints received		1,240			460			0	
- Case files maintained (avg./mo.)		500			500			500	
- Zoning complaints received		215			200			200	
- Hearings conducted		440			400			400	
- Curfew complaints received		1,545			2,000			2,000	
- Other complaints received		95			110			100	

17 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 4, 7

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MUNICIPALITY OF ANCHORAGE
 1998 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/ RANK PROGRAM	SL CODE	SVC LVL	
1	1154-LAW ADMIN 0372-Administration SOURCE OF FUNDS, THIS SVC LEVEL: IGC SUPPORT	CB	1 OF 2	Oversee all departmental activities; provide policy guidance; perform mandated executive support functions; serve as principal legal advisor to the Mayor and Municipal Assembly; and perform centralized administrative, financial management, procurement, client billing, and contract oversight responsibilities.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
3	0	0	265,140	400	11,550	0	1,700	278,790

2	1151-CIVIL 0146-Civil Law SOURCE OF FUNDS, THIS SVC LEVEL: TAX SUPPORT IGC SUPPORT PROGRAM REVENUES	CB		13,700					1 OF 6 Provide essential in-house support and consultation services to all Municipal agencies and enterprise functions (excl. ATU). Essential services include: preparing draft ordinances; reviewing other Assembly actions and documents; issuing legal opinions; and providing limited direct litigation and administrative hearing advocacy services. (SL Reduced \$34,090)
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PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
10	0	0	682,420	11,000	78,180	0	43,850	815,450

3	1152-PROSECUTION 0643-Prosecution SOURCE OF FUNDS, THIS SVC LEVEL: IGC SUPPORT	CB							1 OF 7 Provide minimum staffing necessary to effectively prosecute offenders charged with Domestic Violence Assault, Stalking and Child Abuse under Title 8 of the Anchorage Municipal Code. This level permits continuation of the comprehensive, targeted approach to all incidents involving the commission of acts of family violence formally recognized and implemented in CY 1995.
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PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
9	0	0	592,920	3,630	30,180	7,840	2,450	637,020

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MUNICIPALITY OF ANCHORAGE
1998 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/ PROGRAM	SL CODE	SVC LVL	
4	1153-HEARING OFFICER 0705-Administrative Hearing Fu SOURCE OF FUNDS, THIS SVC LEVEL:	CB	1	Provide Administrative Hearing Officer to adjudicate Municipal Code violations in lieu of filing a formal complaint in state court.
			2	

IGC SUPPORT

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
1	0	0	76,670	800	6,050	0	1,300	84,820

5	1154-LAW ADMIN 0372-Administration SOURCE OF FUNDS, THIS SVC LEVEL:	CB	2	Fund annual contract update service for Anchorage Municipal Code.
			2	

IGC SUPPORT
PROGRAM REVENUES 8,200

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
0	0	0	0	0	15,000	0	0	15,000

6	1152-PROSECUTION 0643-Prosecution SOURCE OF FUNDS, THIS SVC LEVEL:	CB	2	Provides minimum staffing necessary to effectively prosecute misdemeanor DWI offenses committed within the Municipality. Supervised by the Deputy Municipal Prosecutor, this unit performs initial case intake & evaluation; files & adjudicates cases; obtains & executes search warrants; prepares motions and appeals; and enforces conditions of probation.
			7	

IGC SUPPORT

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
11	0	0	602,040	2,100	15,920	0	3,200	623,260

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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
 1998 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/ PROGRAM	SL CODE	SVC LVL	
7	1153-HEARING OFFICER 0705-Administrative Hearing Fu SOURCE OF FUNDS, THIS SVC LEVEL:	CB	2	Provide funding for full-time Secretary/ OF Receptionist assigned to Administrative 2 Hearing Office.

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	51,660	1,530	1,370	0	850	55,410

8	1151-CIVIL 0146-Civil Law SOURCE OF FUNDS, THIS SVC LEVEL:	CB	2	Provide the minimum professional legal OF staff necessary to maintain a viable 6 in-house bankruptcy and non-bankruptcy judicial collections function relative to the collection of delinquencies on behalf of all municipal agencies, and enterprise functions, including the Anchorage Telephone Utility.
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IGC SUPPORT
 PROGRAM REVENUES 330,000

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
3	0	0	169,330	2,000	10,040	0	1,500	182,870

9	1152-PROSECUTION 0643-Prosecution SOURCE OF FUNDS, THIS SVC LEVEL:	CB	3	Provide the minimum staffing to OF effectively prosecute offenders charged 7 under AMC Title 8, other than Domestic Violence Assaults. Responsibilities include: initial case intake and evaluation; filing and adjudication; enforcing conditions of probation; and assuring restitution to victims.
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IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
5	0	0	239,980	4,100	10,550	0	2,800	257,430

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09/16/97
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MUNICIPALITY OF ANCHORAGE
1998 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

10	1151-CIVIL	CB	3	Provide the additional staffing needed to effectively manage and litigate the civil complaints filed under the DWI Vehicle Impound/Forfeiture ordinance. CY 1998 funding reflects impact of voter approved Proposition No. 3 with regard to redirecting available resources from the Administrative Hearing Office to the Civil Law Office.
	0146-Civil Law		OF	
	SOURCE OF FUNDS, THIS SVC LEVEL:		6	

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
3	1	0	190,750	3,600	13,920	0	2,050	210,320

11	1152-PROSECUTION	CO	4	Provide minimum staffing necessary to support APD enforcement of AMC Title 9, other than DWI/Refusal, and Title 10 alcohol related offenses. Responsibilities include: case intake and evaluation; filing and adjudication; enforcing conditions of probation; and assuring restitution to victims.
	0643-Prosecution		7	
	SOURCE OF FUNDS, THIS SVC LEVEL:			

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
4	0	0	175,990	1,200	4,240	0	1,200	182,630

12	1151-CIVIL	CO	4	Provide continuation funding for designated in-house attorney to assist in the management and direct litigation of lawsuits subject to settlement as claims 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.
	0146-Civil Law		OF	
	SOURCE OF FUNDS, THIS SVC LEVEL:		6	

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	133,600	650	5,300	0	1,200	140,750

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MUNICIPALITY OF ANCHORAGE
 1998 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

13	1152-PROSECUTION	CO	5	Provide support staffing needed to
	0643-Prosecution		OF	administer the minor traffic and
	SOURCE OF FUNDS, THIS SVC LEVEL:		7	criminal misdemeanor infractions
				contained in Title 8 and Title 9.
	IGC SUPPORT			Services performed include a wide range
				of litigation support and document
				processing functions.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	53,700	400	3,470	0	0	57,570

14	1151-CIVIL	CO	5	Provide continuation funding for
	0146-Civil Law		OF	designated in-house attorney to
	SOURCE OF FUNDS, THIS SVC LEVEL:		6	serve the ongoing specialized legal
				needs of the Anchorage Police and Fire
	IGC SUPPORT			Departments. Provide in-house services
				in lieu of comparable contract attorney
				expenses in excess of \$250,000.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	128,610	650	7,440	0	1,500	138,200

15	1152-PROSECUTION	CO	6	Full-year funding for additional staff,
	0643-Prosecution		OF	supplies and equipment required to
	SOURCE OF FUNDS, THIS SVC LEVEL:		7	effectively prosecute the increased case
				load associated with creation of the
	IGC SUPPORT			New Police Service Area, effective
				January 1, 1997. Hiring authorization
				was deferred until August 1, 1997,
				concurrent with completion of a new APD
				Academy and subsequent "on-the-street"
				training.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
3	0	0	139,780	1,300	4,610	0	2,150	147,840

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MUNICIPALITY OF ANCHORAGE
1998 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT RANK	BUDGET UNIT/ PROGRAM	SL CODE	SVC LVL	
16	1151-CIVIL 0146-Civil Law	CO	6	Provide additional funding to support the adjudication of all DWI Vehicle Impound/Forfeiture cases in State District Court in lieu of the Municipal Administrative Hearing Office.
	SOURCE OF FUNDS, THIS SVC LEVEL:		6	

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
0	1	0	27,170	0	111,000	0	0	138,170
1	(2)							

DEPT RANK	BUDGET UNIT/ PROGRAM	SL CODE	SVC LVL	
17	1152-PROSECUTION 0643-Prosecution	CO	7	Provides minimum staffing necessary to prosecute minor property offenses, primarily shoplifting under \$100. This level recognizes the need to provide an alternative resolution system for first time offenders by providing a Pretrial Diversion Program. Case management responsibilities mirror those performed for other lesser degree offenses.
	SOURCE OF FUNDS, THIS SVC LEVEL:		7	
	IGC SUPPORT PROGRAM REVENUES			54,500

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
2	0	0	112,940	1,400	2,110	0	550	117,000

SUBTOTAL OF FUNDED SERVICE LEVELS, MUNICIPAL ATTORNEY

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
60	2	0	3,642,700	34,760	330,930	7,840	66,300	4,082,530
61	0							

----- DEPARTMENT OF MUNICIPAL ATTORNEY FUNDING LINE -----
 4,082,530

TOTALS FOR DEPARTMENT OF MUNICIPAL ATTORNEY , FUNDED AND UNFUNDED

PERSONNEL			PERSONAL SERVICE	SUPPLIES	OTHER SERVICES	DEBT SERVICE	CAPITAL OUTLAY	TOTAL
FT	PT	T						
60	2	0	3,642,700	34,760	330,930	7,840	66,300	4,082,530
61	0							