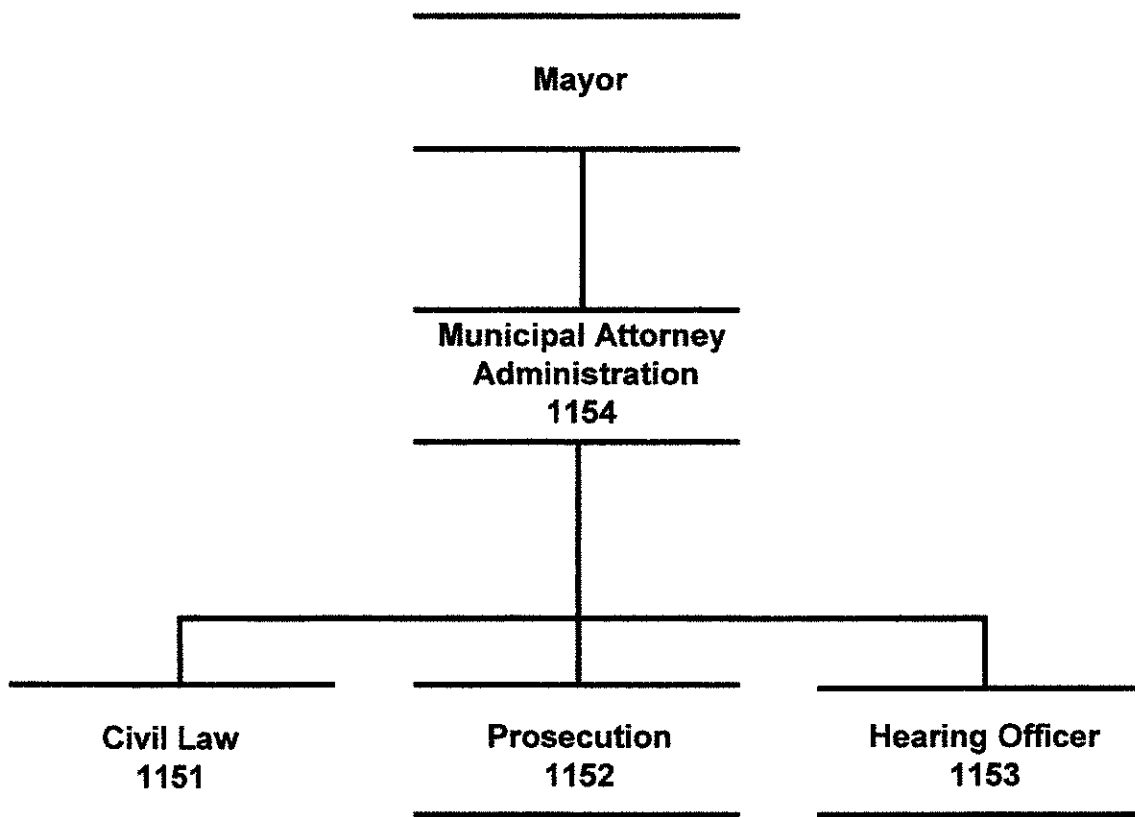


**MUNICIPAL ATTORNEY**

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# MUNICIPAL ATTORNEY

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## 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.
- Continue aggressive community outreach program.
- Expand pretrial diversion alternative for Driving While License Suspended cases resulting in placing licenses and insured drivers in the community.
- 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 1999 legislative package.
- Provide administrative hearing functions as directed by the Administration.
- Continue representation of Municipality in civil litigation including construction, commercial, employment, real estate and tort matters.
- Continue aggressive adjudication efforts with regard to enforcement of the DWI vehicle impound/forfeiture ordinance.
- Perform a variety of general advisory and consultation services in direct support of all Municipal agencies and utility functions.

### RESOURCES

	1998	1999
Direct Costs	\$4,106,530	\$4,244,940
Program Revenues	\$ 406,400	\$ 406,400
Personnel	60FT	61FT

1999 R E S O U R C E P L A N

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION	FINANCIAL SUMMARY		PERSONNEL SUMMARY							
	1998 REVISED	1999 BUDGET	1998 REVISED				1999 BUDGET			
			FT	PT	T	TOTAL	FT	PT	T	TOTAL
CIVIL	1,671,710	1,599,940	20			20	20			20
PROSECUTION	1,992,960	2,169,780	35			35	36			36
HEARING OFFICER	140,230	143,930	2			2	2			2
LAW ADMIN	293,790	325,410	3			3	3			3
	-----	-----	---	---	---	---	---	---	---	---
OPERATING COST	4,098,690	4,239,060	60			60	61			61
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
ADD DEBT SERVICE	7,840	5,880								
	-----	-----								
DIRECT ORGANIZATION COST	4,106,530	4,244,940								
	-----	-----								
ADD INTRAGOVERNMENTAL CHARGES FROM OTHERS	2,026,000	1,688,320								
	-----	-----								
TOTAL DEPARTMENT COST	6,132,530	5,933,260								
	-----	-----								
LESS INTRAGOVERNMENTAL CHARGES TO OTHERS	5,378,490	5,278,160								
	-----	-----								
FUNCTION COST	754,040	655,100								
	-----	-----								
LESS PROGRAM REVENUES	406,400	406,400								
	-----	-----								
NET PROGRAM COST	347,640	248,700								
	-----	-----								

1999 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
CIVIL	1,316,720	17,900	225,530	48,400	1,608,550
PROSECUTION	2,090,760	14,130	71,140	9,950	2,185,980
HEARING OFFICER	132,880	2,330	7,420	1,300	143,930
LAW ADMIN	280,440	400	43,720	850	325,410
	-----	-----	-----	-----	-----
DEPT. TOTAL WITHOUT DEBT SERVICE	3,820,800	34,760	347,810	60,500	4,263,870
LESS VACANCY FACTOR	24,810				24,810
ADD DEBT SERVICE					5,880
	-----	-----	-----	-----	-----
TOTAL DIRECT ORGANIZATION COST	3,795,990	34,760	347,810	60,500	4,244,940

<b>RECONCILIATION FROM 1998 REVISED BUDGET TO 1999 BUDGET</b>
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**DEPARTMENT: MUNICIPAL ATTORNEY**

	<u>DIRECT COSTS</u>	<u>POSITIONS</u>		
		FT	PT	T
<b>1998 REVISED BUDGET:</b>	\$ 4,106,530	60		
<b>1998 ONE-TIME REQUIREMENTS:</b>				
- Business Valuation of ATU	(99,000)			
<b>AMOUNT REQUIRED TO CONTINUE EXISTING PROGRAMS IN 1999:</b>				
- Salaries and Benefits Adjustment	179,150			
<b>TRANSFERS TO/FROM OTHER DEPARTMENTS:</b>				
- To MISD for New/Increased Communication Service	(3,380)			
- From APD for a Traffic Court Attorney	63,600	1 *		
<b>MISCELLANEOUS INCREASES/(DECREASES):</b>				
- PBX Telephone Switch Loan Repayment Reduction	(1,960)			
<b>1998 CONTINUATION LEVEL:</b>	<u>\$ 4,244,940</u>	<u>61</u>	<u>0</u>	<u>0</u>
<b>FUNDED NEW/EXPANDED SERVICE LEVELS:</b>				
- None				
<b>UNFUNDED CURRENT SERVICE LEVELS:</b>				
- None				
<b>1999 BUDGET:</b>	<u><u>\$ 4,244,940</u></u>	<u><u>61 FT</u></u>	<u><u>0 PT</u></u>	<u><u>0 T</u></u>

\* Position not transferred from APD --- new position established in Municipal Attorney Office from funds transferred from APD.

## 1999 P R O G R A M P L A N

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.

### 1998 PERFORMANCES:

- Performed mandated executive support functions and served as principal legal advisor to the Mayor and Municipal Assembly.
- Continued upgrade of the department's current local area network to achieve Municipal operating standards.
- 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 1998 legislative efforts and assisted in formulating 1999 legislative package.

### 1999 PERFORMANCE OBJECTIVES:

- Perform mandated executive support functions and serve as principal legal advisor to the Mayor and Municipal Assembly.
- Continue 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 1999 legislative efforts and assist in formulating 2000 legislative package.

# 1999 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY  
PROGRAM: Administration  
RESOURCES:

DIVISION: LAW ADMIN

	1997 REVISED			1998 REVISED			1999 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	3	0	0	3	0	0	3	0	0
PERSONAL SERVICES	\$	248,270		\$	265,140		\$	280,440	
SUPPLIES		400			400			400	
OTHER SERVICES		20,670			26,550			43,720	
CAPITAL OUTLAY		1,200			1,700			850	
TOTAL DIRECT COST:	\$	270,540		\$	293,790		\$	325,410	
PROGRAM REVENUES:	\$	14,200		\$	8,200		\$	8,200	
WORK MEASURES:									
- No. of MOA code subscriptions		135			135			135	
- Client agencies served		104			104			104	
- Contract counsel files maintained		55			50			50	
- Procurement/contract actions processed		1,600			1,600			1,600	
- Client billings processed		580			700			700	

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

## 1999 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.

### 1998 PERFORMANCES:

- Provided for the prosecution of misdemeanor offenses committed within the Anchorage Metropolitan Police Service Area.
- Continued aggressive community outreach program.
- Improved traffic law enforcement at the prosecution level.
- Expanded pretrial diversion alternative for minor property crimes.
- Promulgated 1999 legislative crime package.
- Continued aggressive policies and procedures relative to the prosecution of DWI and domestic violence assault.
- Identified and initiated the procedural and operating changes necessary to fully realize the operating benefits associated with installation of APD's new "Tiburon" automated recordkeeping facility.

### 1999 PERFORMANCE OBJECTIVES:

- Provide for the prosecution of misdemeanor offenses committed within the Anchorage Metropolitan Police Service Area.
- Continue aggressive community outreach program.
- Continue aggressive policies and procedures relative to the prosecution of DWI and Domestic Violence Assault.
- Identify, implement and maintain numerical filing system.
- Expand pretrial diversion alternative for Driving While License Suspended cases resulting in placing licenses and insured drivers in the community.



# 1999 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION: PROSECUTION

PROGRAM: Prosecution

RESOURCES:

	1997 REVISED			1998 REVISED			1999 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	35	0	0	35	0	0	36	0	0
PERSONAL SERVICES	\$ 1,780,880			\$ 1,895,400			\$ 2,074,560		
SUPPLIES	13,690			14,130			14,130		
OTHER SERVICES	72,040			71,080			71,140		
DEBT SERVICE	7,840			7,840			5,880		
CAPITAL OUTLAY	37,220			12,350			9,950		
TOTAL DIRECT COST:	\$ 1,911,670			\$ 2,000,800			\$ 2,175,660		
PROGRAM REVENUES:	\$ 54,500			\$ 54,500			\$ 54,500		
WORK MEASURES:									
- Counts screened	11,535			13,150			15,123		
- Counts filed	10,196			11,620			13,363		
- Trial appearances	396			455			524		
- Documents prepared/ processed	13,890			15,973			18,371		
- Pretrial Diversion Prog. # of participants	228			585			673		
- Pretrial Diversion hrs. of public work service performed	4,673			12,064			13,779		
- Follow-up investigations conducted	750			788			828		

18 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:  
3, 6, 9, 11, 13, 15, 17, 18

## 1999 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY  
PROGRAM: Civil Law

DIVISION: CIVIL

### 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.

### 1998 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 aggressive adjudication efforts with regard to enforcement of the DWI vehicle impound/forfeiture ordinance.
- Continued to upgrade the division's local area network facility to current Municipal operating standards.
- Performed a variety of general advisory and consultation services in direct support of all Municipal agencies and utility functions.
- Continued ongoing efforts to reduce costs of outside litigation.
- Provided support for 1998 legislative efforts and assisted in formulating 1999 legislative package.

### 1999 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.
- Continue to upgrade the division's local area network facility to current Municipal operating standards.
- Perform a 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 1999 legislative efforts and assist in formulating 2000 legislative package.

# 1999 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION: CIVIL

PROGRAM: Civil Law

RESOURCES:

	1997 REVISED			1998 REVISED			1999 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	22	0	0	20	0	0	20	0	0
PERSONAL SERVICES	\$ 1,259,270			\$ 1,278,830			\$ 1,308,110		
SUPPLIES	14,140			17,900			17,900		
OTHER SERVICES	186,170			324,880			225,530		
CAPITAL OUTLAY	43,650			50,100			48,400		
TOTAL DIRECT COST:	\$ 1,503,230			\$ 1,671,710			\$ 1,599,940		
PROGRAM REVENUES:	\$ 349,700			\$ 343,700			\$ 343,700		
WORK MEASURES:									
- Total bankruptcy & non-bankruptcy collections	1,100,000			950,000			950,000		
- Billable hours posted to clients & areawide	21,000			21,000			21,000		
- Open litigation/matters files (avg./month)	1,890			1,900			1,900		
- Contract and Assembly documents processed	970			980			980		
- Docketed attorney assignments	520			520			520		
- DWI impound/forfeiture: vehicles impounded	1,700			1,700			1,037		
- DWI impound/forfeiture: vehicles auctioned	250			270			214		
- DWI impound/forfeiture: of vehicles towed	1,920			1,950			1,787		

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

## 1999 PROGRAM PLAN

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.

### 1998 PERFORMANCES:

- Provided Administrative Hearing Officer for adjudication of complaints filed under AMC Title 14.
- Provided 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, possession of tobacco products and other Title 8 violations.
- Provided Administrative Hearing Officer for adjudication of pawnshop disputes.
- Provided Administrative Hearing Officer for adjudication of matters referred by the Municipal Clerk's Office.
- Assisted in drafting code amendments.

### 1999 PERFORMANCE OBJECTIVES:

- Provide Administrative Hearing Officer for adjudication of complaints filed under AMC Title 14.
- Provide 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, possession of tobacco products and other Title 8 violations.
- Provide Administrative Hearing Officer for adjudication of pawnshop disputes.
- Provide Administrative Hearing Officer for adjudication of matters referred by the Municipal Clerk's Office.

# 1999 P R O G R A M P L A N

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

	1997 REVISED			1998 REVISED			1999 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	2	0	0	2	0	0	2	0	0
PERSONAL SERVICES	\$	283,690		\$	128,330		\$	132,880	
SUPPLIES		6,300			2,030			2,330	
OTHER SERVICES		12,500			8,020			7,420	
CAPITAL OUTLAY		18,310			1,850			1,300	
TOTAL DIRECT COST:	\$	320,800		\$	140,230		\$	143,930	
WORK MEASURES:									
- I/M complaints received			100			50			50
- DWI impound/forfeiture complaints received			460			0			0
- Case files maintained (avg./mo.)			500			600			600
- Zoning complaints received			200			250			250
- Hearings conducted			400			250			300
- Curfew and Possession of Tobacco citations received			2,000			1,800			2,000
- Other complaints received			110			200			200

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

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09/08/98  
160054

M U N I C I P A L I T Y O F A N C H O R A G E  
1999 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT BUDGET UNIT/  
RANK PROGRAM

SL SVC  
CODE LVL

1 1154-LAW ADMIN  
0372-Administration  
SOURCE OF FUNDS, THIS SVC LEVEL:  
  
IGC SUPPORT

CB 1 1 Oversee all departmental activities;  
OF 2 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					
3	0	0	280,440	400	28,720	0	850	310,410

2 1151-CIVIL  
0146-Civil Law  
SOURCE OF FUNDS, THIS SVC LEVEL:  
TAX SUPPORT  
IGC SUPPORT  
PROGRAM REVENUES 13,700

CB 1 1 Provide essential in-house support and  
OF 6 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.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
11	0	0	774,540	11,000	77,830	0	43,000	906,370

3 1152-PROSECUTION  
0643-Prosecution  
SOURCE OF FUNDS, THIS SVC LEVEL:  
  
IGC SUPPORT

CB 1 1 Provide minimum staffing necessary to  
OF 8 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.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
10	0	0	678,560	3,630	30,180	5,880	2,200	720,450

BPAB010R  
09/08/98  
160054

M U N I C I P A L I T Y O F A N C H O R A G E  
1999 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT BUDGET UNIT/  
RANK PROGRAM

SL SVC  
CODE LVL

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

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
1	0	0	77,770	800	6,050	0	1,300	85,920

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

IGC SUPPORT  
PROGRAM REVENUES 8,200

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

6 1152-PROSECUTION CB 2 Provides minimum staffing necessary to  
0643-Prosecution OF effectively prosecute misdemeanor DWI  
SOURCE OF FUNDS, THIS SVC LEVEL: 8 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.

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
10	0	0	579,190	2,100	15,850	0	2,550	599,690

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09/08/98  
160054

M U N I C I P A L I T Y O F A N C H O R A G E  
1999 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT BUDGET UNIT/  
RANK PROGRAM

SL SVC  
CODE LVL

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

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
1	0	0	55,110	1,530	1,370	0	0	58,010

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

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
2	0	0	111,680	2,000	10,040	0	1,500	125,220

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

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
7	0	0	330,960	4,100	10,550	0	2,150	347,760



BPAB010R  
09/08/98  
160054

M U N I C I P A L I T Y O F A N C H O R A G E  
1999 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT BUDGET UNIT/  
RANK PROGRAM

SL SVC  
CODE LVL

10 1151-CIVIL CB 3 Provide the additional staffing needed  
0146-Civil Law OF to effectively manage and litigate the  
SOURCE OF FUNDS, THIS SVC LEVEL: 6 civil complaints filed under the DWI  
Vehicle Impound/Forfeiture ordinance.  
IGC SUPPORT 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.

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
3	1	0	183,510	3,600	13,920	0	1,200	202,230

11 1152-PROSECUTION CO 4 Provide minimum staffing necessary to  
0643-Prosecution OF support APD enforcement of AMC Title 9,  
SOURCE OF FUNDS, THIS SVC LEVEL: 8 other than DWI/Refusal, and Title 10  
alcohol related offenses.  
IGC SUPPORT Responsibilities include: case intake  
and evaluation; filing and adjudication;  
enforcing conditions of probation; and  
assuring restitution to victims.

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
3	0	0	142,500	1,200	6,890	0	1,200	151,790

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

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
2	0	0	141,220	650	5,300	0	1,200	148,370

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09/08/98  
160054

M U N I C I P A L I T Y O F A N C H O R A G E  
1999 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:		8	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		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	54,910	400	950	0	0	56,260

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		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	76,670	650	7,440	0	1,500	86,260

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:		8	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		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
2	0	0	102,520	1,300	4,610	0	1,300	109,730

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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  
1999 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

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

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
0	1	0	20,490	0	111,000	0	0	131,490
1	(2)							

17	1152-PROSECUTION	CO	7	Provides minimum staffing necessary to
	0643-Prosecution		OF	prosecute minor property offenses,
	SOURCE OF FUNDS, THIS SVC LEVEL:		8	primarily shoplifting under \$100. This
				level recognizes the need to provide an
	IGC SUPPORT			alternative resolution system for first
	PROGRAM REVENUES	54,500		time offenders by providing a Pretrial
				Diversion Program. Case management
				responsibilities mirror those performed
				for other lesser degree offenses.

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
2	0	0	122,320	1,400	2,110	0	550	126,380

18	1152-PROSECUTION	CT	8	Have an Attorney present at traffic
	0643-Prosecution		OF	court.
	SOURCE OF FUNDS, THIS SVC LEVEL:		8	
	TAX SUPPORT			

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	63,600	0	0	0	0	63,600

SUBTOTAL OF FUNDED SERVICE LEVELS, MUNICIPAL ATTORNEY . . . . .

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
60	2	0	3,795,990	34,760	347,810	5,880	60,500	4,244,940

-----	DEPARTMENT OF MUNICIPAL ATTORNEY	FUNDING LINE	-----
			4,244,940

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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  
1999 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

TOTALS FOR DEPARTMENT OF MUNICIPAL ATTORNEY , FUNDED AND UNFUNDED . . . . .

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
60	2	0	3,795,990	34,760	347,810	5,880	60,500	4,244,940