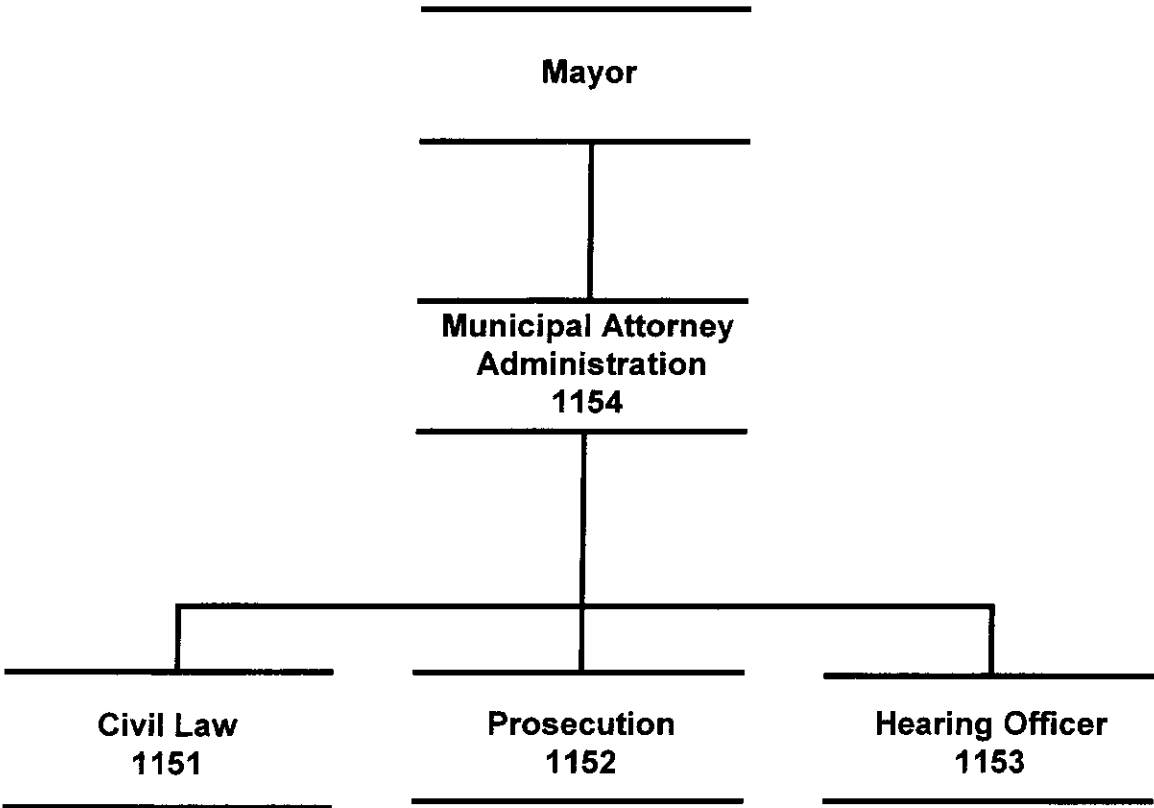


MUNICIPAL ATTORNEY

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.
- Continue aggressive community outreach program.
- Expand pretrial diversion alternative for Driving While License Suspended cases resulting in placing licensed 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.
- Coordinate the 2000 legislative program.
- 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

	1999	2000
Direct Costs	\$4,456,840	\$4,060,360
Program Revenues	\$ 406,400	\$ 406,400
Personnel	61FT 3PT	57FT 2PT

2000 R E S O U R C E P L A N

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION	FINANCIAL SUMMARY		PERSONNEL SUMMARY							
	1999 REVISED	2000 BUDGET	1999 REVISED				2000 BUDGET			
			FT	PT	T	TOTAL	FT	PT	T	TOTAL
CIVIL	1,707,900	1,546,090	20			20	19			19
PROSECUTION	2,169,780	2,008,380	35	2		37	32	2		34
HEARING OFFICER	195,830	143,270	3	1		4	2			2
LAW ADMIN	377,450	362,620	3			3	4			4
OPERATING COST	4,450,960	4,060,360	61	3		64	57	2		59
ADD DEBT SERVICE	5,880	0								
DIRECT ORGANIZATION COST	4,456,840	4,060,360								
ADD INTRAGOVERNMENTAL CHARGES FROM OTHERS	1,659,410	1,524,110								
TOTAL DEPARTMENT COST	6,116,250	5,584,470								
LESS INTRAGOVERNMENTAL CHARGES TO OTHERS	5,249,150	4,929,420								
FUNCTION COST	867,100	655,050								
LESS PROGRAM REVENUES	406,400	406,400								
NET PROGRAM COST	460,700	248,650								

2000 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	1,287,100	17,900	201,300	48,400	1,554,700
PROSECUTION	1,938,940	14,130	61,830	9,680	2,024,580
HEARING OFFICER	133,220	2,330	6,420	1,300	143,270
LAW ADMIN	316,980	400	44,390	850	362,620
DEPT. TOTAL WITHOUT DEBT SERVICE	3,676,240	34,760	313,940	60,230	4,085,170
LESS VACANCY FACTOR	24,810				24,810
ADD DEBT SERVICE					
TOTAL DIRECT ORGANIZATION COST	3,651,430	34,760	313,940	60,230	4,060,360

RECONCILIATION FROM 1999 REVISED BUDGET TO 2000 MAYOR'S BUDGET

DEPARTMENT: MUNICIPAL ATTORNEY

	DIRECT COSTS	POSITIONS		
		FT	PT	T
1999 REVISED BUDGET:	\$ 4,456,840	61	3	
1999 ONE-TIME REQUIREMENTS:				
- Contractual professional legal services related to the sale of ATU	(160,000)			
AMOUNT REQUIRED TO CONTINUE EXISTING PROGRAMS IN 2000:				
- Salaries and benefits adjustment	71,320			
TRANSFERS TO/FROM OTHER DEPARTMENTS:				
- None				
MISCELLANEOUS INCREASES/(DECREASES):				
- Other long term debt reduction	(5,880)			
1999 CONTINUATION LEVEL:	\$ 4,362,280	61	3	0
BUDGET REDUCTIONS:				
- Savings from restructuring of the department	(301,920)	(4)	(1)	
NEW/EXPANDED SERVICE LEVELS:				
- None	0	0		
2000 MAYOR'S BUDGET:	\$ 4,060,360	57 FT	2 PT	0 T

2000 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.

1999 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 1999 legislative efforts and assisted in formulating 2000 legislative package.

2000 PERFORMANCE OBJECTIVES:

- Finalize departmental restructuring for efficiency and effective representation.
- Perform mandated executive support functions and serve as principal legal advisor to the Mayor and Municipal Assembly.
- Administer code update services contract.
- Perform centralized financial management, procurement, client billing, and other department-wide administrative support functions.
- Provide MIS coordination and function as control point for information technology problems and planning for the department.
- Monitor all legal service contracts.
- Assist client agencies in preparation and processing of requests for Assembly action.
- Provide support for 2000 legislative efforts and assist in formulating 2001 legislative package.

2000 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
 PROGRAM: Administration
 RESOURCES:

DIVISION: LAW ADMIN

	1998 REVISED			1999 REVISED			2000 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	3	0	0	3	0	0	4	0	0
PERSONAL SERVICES	\$	265,140		\$	332,480		\$	316,980	
SUPPLIES		400			400			400	
OTHER SERVICES		26,550			43,720			44,390	
CAPITAL OUTLAY		1,700			850			850	
TOTAL DIRECT COST:	\$	293,790		\$	377,450		\$	362,620	
PROGRAM REVENUES:	\$	8,200		\$	8,200		\$	8,200	
WORK MEASURES:									
- No. of MOA code subscriptions		135			135			135	
- Client agencies served		104			104			104	
- Contract counsel files maintained		50			50			50	
- Procurement/contract actions processed		1,600			1,600			1,600	
- Client billings processed		700			700			700	

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

2000 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
PROGRAM: Prosecution

DIVISION: PROSECUTION

PURPOSE:

Prosecute misdemeanor and traffic offenses 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.

1999 PERFORMANCES:

- Provided for the prosecution of misdemeanor and traffic offenses committed within the Anchorage Metropolitan Police Service Area.
- Continued aggressive community outreach program.
- Continued aggressive policies and procedures relative to the prosecution of DWI and Domestic Violence.
- Identified, implemented and maintained numerical filing system.
- Expanded pretrial diversion alternative for Driving While License Suspended cases resulting in placing licensed and insured drivers in the community.

2000 PERFORMANCE OBJECTIVES:

- Provide for the prosecution of misdemeanor and traffic 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.
- Continue to maximize pretrial diversion alternative for Driving While License Suspended cases resulting in placing licensed and insured drivers in the community.
- Implement comprehensive in-house trial training for newly hired Assistant Prosecutors.
- Implement restorative justice project seeking to address victim and community concerns regarding criminal behavior.

2000 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY

DIVISION: PROSECUTION

PROGRAM: Prosecution

RESOURCES:

	1998 REVISED			1999 REVISED			2000 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	35	0	0	35	2	0	32	2	0
PERSONAL SERVICES	\$ 1,895,400			\$ 2,074,560			\$ 1,922,740		
SUPPLIES	14,130			14,130			14,130		
OTHER SERVICES	71,080			71,140			61,830		
DEBT SERVICE	7,840			5,880			0		
CAPITAL OUTLAY	12,350			9,950			9,680		
TOTAL DIRECT COST:	\$ 2,000,800			\$ 2,175,660			\$ 2,008,380		
PROGRAM REVENUES:	\$ 54,500			\$ 54,500			\$ 54,500		
WORK MEASURES:									
- Counts screened	13,150			15,123			15,123		
- Counts filed	11,620			13,363			13,363		
- Trial appearances	455			524			524		
- Documents prepared/ processed	15,973			18,371			18,371		
- Pretrial Diversion Prog. # of participants	585			673			673		
- Pretrial Diversion hrs. of public work service performed	12,064			13,779			13,779		
- Follow-up investiga- tions conducted	788			828			828		

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

3, 6, 9, 11, 13, 15, 17, 18

2000 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.

1999 PERFORMANCES:

- Retained in-house litigation expertise in the areas of risk management, public safety civil liability, 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 1999 legislative efforts and assisted in formulating 2000 legislative package.

2000 PERFORMANCE OBJECTIVES:

- Retain in-house litigation expertise in the areas of risk management, land use, constitutional law, public safety civil liability, employment and labor law, public utility law, real estate, and business law.
- 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.
- Continue ongoing efforts to reduce costs of outside litigation.
- Provide support for 2000 legislative efforts and assist in formulating 2001 legislative package.

2000 P R O G R A M P L A N

DEPARTMENT: MUNICIPAL ATTORNEY
 PROGRAM: Civil Law
 RESOURCES:

DIVISION: CIVIL

	1998 REVISED			1999 REVISED			2000 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	20	0	0	20	0	0	19	0	0
PERSONAL SERVICES				\$ 1,278,830			\$ 1,278,490		
SUPPLIES				17,900			17,900		
OTHER SERVICES				324,880			201,300		
CAPITAL OUTLAY				50,100			48,400		
TOTAL DIRECT COST:				\$ 1,671,710			\$ 1,546,090		
PROGRAM REVENUES:				\$ 343,700			\$ 343,700		
WORK MEASURES:									
- Total bankruptcy & non-bankruptcy collections				950,000			950,000		
- Billable hours posted to clients & areawide				21,000			21,000		
- Open litigation/matters files (avg./month)				1,900			1,900		
- Contract and Assembly documents processed				980			980		
- Docketed attorney assignments				520			520		
- DWI impound/forfeiture: vehicles impounded				1,700			1,037		
- DWI impound/forfeiture: vehicles auctioned				270			214		
- DWI impound/forfeiture: of vehicles towed				1,950			1,787		

19 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 2, 8, 10, 12, 14, 16, 19

2000 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.

1999 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.

2000 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.
- Provide Administrative Hearing Officer for adjudication of citations and administrative decisions issued by Animal Control.

2000 P R O G R A M P L A N

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

	1998 REVISED			1999 REVISED			2000 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	2	0	0	3	1	0	2	0	0
PERSONAL SERVICES	\$	128,330		\$	182,940		\$	133,220	
SUPPLIES		2,030			4,000			2,330	
OTHER SERVICES		8,020			7,590			6,420	
CAPITAL OUTLAY		1,850			1,300			1,300	
TOTAL DIRECT COST:	\$	140,230		\$	195,830		\$	143,270	
WORK MEASURES:									
- I/M complaints received		50			50			50	
- DWI impound/forfeiture complaints received		0			0			0	
- Case files maintained (avg./mo.)		600			600			600	
- Zoning complaints received		250			250			250	
- Hearings conducted		250			300			300	
- Curfew and Possession of Tobacco citations received		1,800			2,000			2,000	
- Other complaints received		200			200			200	

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

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09/14/99
094018

M U N I C I P A L I T Y O F A N C H O R A G E
2000 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	
4	0	0	316,980	400	29,390	0	850	347,620

2	1151-CIVIL 0146-Civil Law SOURCE OF FUNDS, THIS SVC LEVEL: TAX SUPPORT IGC SUPPORT PROGRAM REVENUES	CB	1 OF 10	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.
	13,700			

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
10	0	0	725,010	11,000	158,980	0	43,000	937,990

3	1152-PROSECUTION 0643-Prosecution SOURCE OF FUNDS, THIS SVC LEVEL: IGC SUPPORT	CB	1 OF 12	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	
10	0	0	701,780	3,630	22,980	0	2,200	730,590

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094018

M U N I C I P A L I T Y O F A N C H O R A G E
2000 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
CODE LVL

4 1153-HEARING OFFICER
0705-Administrative Hearing Fu
SOURCE OF FUNDS, THIS SVC LEVEL:

CB 1 Provide Administrative Hearing Officer
OF to adjudicate Municipal Code violations
5 in lieu of filing a formal complaint
in state court.

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	133,220	800	5,050	0	1,300	140,370

5 1154-LAW ADMIN
0372-Administration
SOURCE OF FUNDS, THIS SVC LEVEL:

CB 2 Fund annual contract update service for
OF Anchorage Municipal Code.
2

IGC SUPPORT
PROGRAM REVENUES 8,200

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
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
OF effectively prosecute misdemeanor DWI
12 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		SERVICES	SERVICE	OUTLAY	
10	0	0	578,590	2,100	14,700	0	2,550	597,940

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094018

M U N I C I P A L I T Y O F A N C H O R A G E
2000 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: 5 Hearing Office.

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	1,530	1,370	0	0	2,900

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: 10 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		SERVICES	SERVICE	OUTLAY	
2	0	0	113,890	2,000	10,040	0	1,500	127,430

9 1152-PROSECUTION CB 3 Provide the minimum staffing to
0643-Prosecution OF effectively prosecute offenders charged
SOURCE OF FUNDS, THIS SVC LEVEL: 12 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		SERVICES	SERVICE	OUTLAY	
6	2	0	344,640	4,100	9,750	0	2,150	360,640

BPAB010R
09/14/99
094018

M U N I C I P A L I T Y O F A N C H O R A G E
2000 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
CODE LVL

10 1151-CIVIL
0146-Civil Law
SOURCE OF FUNDS, THIS SVC LEVEL:

IGC SUPPORT

CB 3 Provide the additional staffing needed
OF to effectively manage and litigate the
10 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.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	107,990	3,600	13,920	0	1,200	126,710

11 1152-PROSECUTION
0643-Prosecution
SOURCE OF FUNDS, THIS SVC LEVEL:

IGC SUPPORT

CO 4 Provide minimum staffing necessary to
OF support APD enforcement of AMC Title 9,
12 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.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
4	0	0	180,830	1,200	6,410	0	1,200	189,640

12 1151-CIVIL
0146-Civil Law
SOURCE OF FUNDS, THIS SVC LEVEL:

IGC SUPPORT

CO 4 Provide continuation funding for
OF designated in-house attorney to assist
10 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.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	135,590	650	5,300	0	1,200	142,740

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09/14/99
094018

M U N I C I P A L I T Y O F A N C H O R A G E
2000 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
CODE LVL

13 1152-PROSECUTION
0643-Prosecution
SOURCE OF FUNDS, THIS SVC LEVEL:

IGC SUPPORT

CO 5 Provide support staffing needed to
OF administer the minor traffic and
12 criminal misdemeanor infractions
contained in Title 8 and Title 9.
Services performed include a wide range
of litigation support and document
processing functions.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
0	0	0	280-	400	950	0	0	1,070

14 1151-CIVIL
0146-Civil Law
SOURCE OF FUNDS, THIS SVC LEVEL:

IGC SUPPORT

CO 5 Provide continuation funding for
OF designated in-house attorney to
10 serve the ongoing specialized legal
needs of the Anchorage Police and Fire
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					
2	0	0	118,010	650	7,440	0	1,500	127,600

15 1152-PROSECUTION
0643-Prosecution
SOURCE OF FUNDS, THIS SVC LEVEL:

IGC SUPPORT

CO 6 Full-year funding for additional staff,
OF supplies and equipment required to
12 effectively prosecute the increased case
load associated with creation of the
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					
0	0	0	750-	1,300	4,210	0	1,300	6,060

BPAB010R
09/14/99
094018

M U N I C I P A L I T Y O F A N C H O R A G E
2000 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
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: 10 Impound/Forfeiture cases in State
District Court in lieu of the
Municipal Administrative Hearing Office.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	5,620	0	0	5,620

17 1152-PROSECUTION CO 7 Provides minimum staffing necessary to
0643-Prosecution OF prosecute minor property offenses,
SOURCE OF FUNDS, THIS SVC LEVEL: 12 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.

IGC SUPPORT
PROGRAM REVENUES 54,500

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	117,930	1,400	2,830	0	280	122,440

18 1152-PROSECUTION CO 8 Have an Attorney present at traffic
0643-Prosecution OF court.
SOURCE OF FUNDS, THIS SVC LEVEL: 12

TAX SUPPORT

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

19 1151-CIVIL CO 7 Provide an Assistant Municipal Attorney
0146-Civil Law OF to support the Civil Law Division.
SOURCE OF FUNDS, THIS SVC LEVEL: 10 Serve as counsel responsible for real
estate and commercial transactions
including representing the Municipality
in both judicial and quasi-judicial
proceedings involving the same.

TAX SUPPORT
IGC SUPPORT
PROGRAM REVENUES 0

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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
2000 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	78,000	0	0	0	0	78,000

SUBTOTAL OF FUNDED SERVICE LEVELS, MUNICIPAL ATTORNEY

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
57	2	0	3,651,430	34,760	313,940	0	60,230	4,060,360

----- DEPARTMENT OF MUNICIPAL ATTORNEY FUNDING LINE -----
 4,060,360

20	1152-PROSECUTION		CR	12	Reassignment of duties between support
	0643-Prosecution			0F	staff has made it possible to eliminate
	SOURCE OF FUNDS, THIS SVC LEVEL:			12	this position as part of the 2000
	TAX SUPPORT				reductions.

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	55,270	0	0	0	0	55,270

21	1151-CIVIL		CR	9	Reassign duties between support staff
	0146-Civil Law			0F	and new computer equipment has made it
	SOURCE OF FUNDS, THIS SVC LEVEL:			10	possible to eliminate one position as
	TAX SUPPORT				part of the 2000 reductions.
	IGC SUPPORT				
	PROGRAM REVENUES				0

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	55,270	0	0	0	0	55,270

22	1152-PROSECUTION		CR	11	Eliminate funding at all SLs for
	0643-Prosecution			0F	Westlaw at Prosecution.
	SOURCE OF FUNDS, THIS SVC LEVEL:			12	
	TAX SUPPORT				

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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
2000 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/	SL	SVC
RANK	PROGRAM	CODE	LVL

PERSONNEL	PERSONAL		OTHER	DEBT	CAPITAL	
FT PT T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
0 0 0	0	0	4,600	0	0	4,600

23 1153-HEARING OFFICER CR 5 Eliminate copy machine maintenance
0705-Administrative Hearing Fu OF agreement as part of the 2000
SOURCE OF FUNDS, THIS SVC LEVEL: 5 reductions.
TAX SUPPORT
IGC SUPPORT
PROGRAM REVENUES 0

PERSONNEL	PERSONAL		OTHER	DEBT	CAPITAL	
FT PT T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
0 0 0	0	0	1,000	0	0	1,000

24 1151-CIVIL CR 10 Eliminate copy machine maintenance
0146-Civil Law OF agreements as part of the 2000
SOURCE OF FUNDS, THIS SVC LEVEL: 10 reductions.
TAX SUPPORT
IGC SUPPORT
PROGRAM REVENUES 0

PERSONNEL	PERSONAL		OTHER	DEBT	CAPITAL	
FT PT T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
0 0 0	0	0	5,000	0	0	5,000

25 1152-PROSECUTION CR 10 Eliminate copier agreements as part of
0643-Prosecution OF the 2000 reductions.
SOURCE OF FUNDS, THIS SVC LEVEL: 12
TAX SUPPORT
IGC SUPPORT
PROGRAM REVENUES 0

PERSONNEL	PERSONAL		OTHER	DEBT	CAPITAL	
FT PT T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
0 0 0	0	0	6,000	0	0	6,000

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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
2000 DEPARTMENT RANKING

DEPT: 06 -MUNICIPAL ATTORNEY

DEPT	BUDGET UNIT/	SL	SVC	
RANK	PROGRAM	CODE	LVL	
26	1151-CIVIL	CR	8	Eliminate the maintenance and service
	0146-Civil Law		OF	agreement for Civil Law Case Management
	SOURCE OF FUNDS, THIS SVC LEVEL:		10	System as part of the 2000 reductions.
	TAX SUPPORT			
	IGC SUPPORT			
	PROGRAM REVENUES			0

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
0	0	0	0	0	16,000	0	0	16,000

27	1152-PROSECUTION	CR	9	Restructure staff into team orientation
	0643-Prosecution		OF	and eliminate this position as part of
	SOURCE OF FUNDS, THIS SVC LEVEL:		12	the 2000 redcutions.
	TAX SUPPORT			

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	55,270	0	0	0	0	55,270

28	1153-HEARING OFFICER	CR	4	Reassign animal control officer
	0705-Administrative Hearing Fu		OF	duties to the Administrative Hearing
	SOURCE OF FUNDS, THIS SVC LEVEL:		5	Office office associate duties as part
	TAX SUPPORT			of the 2000 reductions.

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
0	1	0	43,150	0	0	0	0	43,150

29	1153-HEARING OFFICER	CR	3	Reassign animal control hearing duties
	0705-Administrative Hearing Fu		OF	to the Administrative Hearing Officer
	SOURCE OF FUNDS, THIS SVC LEVEL:		5	duties as part of the 2000 reductions.
	TAX SUPPORT			
	IGC SUPPORT			

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
1	0	0	60,360	0	0	0	0	60,360

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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
 2000 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
61	3	0	3,920,750	34,760	346,540	0	60,230	4,362,280