

**ASSEMBLY**

BPAB010R  
10/10/00  
192746

M U N I C I P A L I T Y O F A N C H O R A G E  
2001 DEPARTMENT RANKING

DEPT: 01 -ASSEMBLY  
DEPT BUDGET UNIT/  
RANK PROGRAM

SL SVC  
CODE LVL

1 1010-ASSEMBLY CB 1 Enact all laws, appropriate all money,  
0148-Legislation OF award all contracts over \$100,000,  
SOURCE OF FUNDS, THIS SVC LEVEL: 8 approve funding levels of School and  
TAX SUPPORT Municipal budgets, set mill levy,  
act as Board of Adjustment, certify  
all elections, administer Assembly  
divisions: Clerk's Office, Ombudsman,  
and Assembly Office.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
11	0	0	290,750	0	0	0	0	290,750

2 1020-CLERK CB 1 Record Assembly regular and special  
0159-Legislative Administratio OF meetings; audio recording of work  
SOURCE OF FUNDS, THIS SVC LEVEL: 10 sessions; maintain official copies of  
TAX SUPPORT AOs, ARs, AMs and Municipal contracts;  
IGC SUPPORT conduct annual election; prepare meeting  
PROGRAM REVENUES 36,850 agendas, packets and meeting minutes;  
issue Municipal business licenses and  
process liquor license approval;  
notice public hearings and meetings.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
8	0	0	446,370	320	0	0	0	446,690

3 1021-ELECTIONS CB 1 Pay 600 election workers in the 114  
0704-Elections OF Anchorage precincts for the April  
SOURCE OF FUNDS, THIS SVC LEVEL: 6 regular election. Includes members of  
TAX SUPPORT Data Processing Review Board, Election  
Commission, absentee & precinct election  
workers.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
0	0	0	95,000	0	0	0	0	95,000

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4 1030-OMBUDSMAN CB 1 Provide cost of personnel, operating  
0183-Ombudsman OF supplies, tuition, and complaint  
SOURCE OF FUNDS, THIS SVC LEVEL: 3 analysis and management pursuant to  
TAX SUPPORT Municipal Charter 4.07 and prescribed by  
ordinance to investigate citizen com-  
plaints about MOA and the School  
District in an effort to promote higher  
standards of competency, efficiency, and  
equity in provision of local government  
services.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
3	0	0	188,900	1,200	1,610	0	0	191,710

5 1040-ASSEMBLY OFFICE CB 1 Provide staff support and assistance  
0413-Policy, Budget, and Manag OF to the Anchorage Municipal Assembly by  
SOURCE OF FUNDS, THIS SVC LEVEL: 7 conducting and facilitating policy,  
TAX SUPPORT program, and operations research and  
IGC SUPPORT analyses; developing legislation;  
providing objective and analytical re-  
view of Municipal budgetary and finan-  
cial issues; and assisting with  
constituent issues.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
2	0	0	154,920	0	1,000	0	0	155,920

6 1020-CLERK CB 2 Provide funds to advertise the Assembly  
0159-Legislative Administratio OF agenda and public hearings in a local  
SOURCE OF FUNDS, THIS SVC LEVEL: 10 newspaper as required by Municipal Code.  
TAX SUPPORT  
IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
0	0	0	0	0	60,000	0	0	60,000

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7 1021-ELECTIONS  
0704-Elections  
SOURCE OF FUNDS, THIS SVC LEVEL:  
TAX SUPPORT

CB 2 Accuvote Ballot costs estimate:  
OF 130,000 ballots(.30) = \$40,000  
6 2 x for 2 ballot cards = \$80,000  
Freight 5,000  
Actual 2000 stock = \$50,440  
printing = \$56,850  
freight = 5,650

Ballot costs are subject to variables of  
number of issues, candidates, voters and  
length of ballot text.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	115,300	0	0	115,300

8 1021-ELECTIONS  
0704-Elections  
SOURCE OF FUNDS, THIS SVC LEVEL:  
TAX SUPPORT

CB 3 Election advertising:  
OF Mandated newspaper advertising \$28,000  
6 League of Women Voters pamphlet is not  
funded at this service level (\$18,000).

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	28,000	0	0	28,000

9 1040-ASSEMBLY OFFICE  
0413-Policy, Budget, and Manag  
SOURCE OF FUNDS, THIS SVC LEVEL:  
TAX SUPPORT  
IGC SUPPORT

CO 2 Provide contract administration of the  
OF year-end Municipal independent financial  
7 audit of General Government, Utilities,  
and other component units of the Muni-  
cipality, and State and Federal grants.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	144,000	0	0	144,000

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SUBTOTAL OF FUNDED SERVICE LEVELS, ASSEMBLY

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
24	0	0	1,175,940	1,520	349,910	0	0	1,527,370

----- DEPARTMENT OF ASSEMBLY FUNDING LINE -----  
 . . . . . 1,527,370

10 1010-ASSEMBLY CB 2 Legislative assistance funds for each  
 0148-Legislation OF member at \$6,000 for intern to research  
 SOURCE OF FUNDS, THIS SVC LEVEL: 8 and draft legislation, attend community  
 TAX SUPPORT council and constituent meetings.  
 Travel expenses at \$1,000 for each  
 member to attend State legislative  
 sessions and various conferences and  
 association meetings. Includes \$7,000  
 for additional travel needed for members  
 to attend national conferences.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
0	0	0	0	0	84,000	0	0	84,000

11 1010-ASSEMBLY CO 3 Legal services for Board of Adjustment  
 0148-Legislation OF advice and Board of Equalization cases  
 SOURCE OF FUNDS, THIS SVC LEVEL: 8 appealed to Superior Court.  
 TAX SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
0	0	0	0	0	10,000	0	0	10,000

12 1020-CLERK CO 3 Provide funds for operating the Clerk's  
 0159-Legislative Administratio OF Office, such as equipment maintenance,  
 SOURCE OF FUNDS, THIS SVC LEVEL: 10 office supplies, dues and subscriptions,  
 TAX SUPPORT communication costs, software upgrades,  
 and employee bus passes.

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PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
0	0	0	0	6,500	8,250	0	0	14,750

13 1030-OMBUDSMAN  
 0183-Ombudsman  
 SOURCE OF FUNDS, THIS SVC LEVEL:  
 TAX SUPPORT

CO

2 Allows staff to meet complainants for  
 OF site investigations, hold meetings with  
 3 MOA employees, or to inspect records at  
 sites other than city hall. Staff may  
 participate in training provided through  
 USOA, SPIDR, ASPA, CLEAR, or other  
 groups to more effectively deal with  
 citizen disputes. Also provides the  
 means to travel to present information  
 on Ombudsman services.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
0	0	0	0	0	2,870	0	0	2,870

14 1010-ASSEMBLY  
 0148-Legislation  
 SOURCE OF FUNDS, THIS SVC LEVEL:  
 TAX SUPPORT

CO

4 Provide funding for the Alaska Municipa.  
 OF League at 52% of the 2000 level  
 8 (\$19,800).

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE					
0	0	0	0	0	19,800	0	0	19,800

15 1020-CLERK  
 0159-Legislative Administratio  
 SOURCE OF FUNDS, THIS SVC LEVEL:  
 TAX SUPPORT

CO

4 Honoraria for Board of Ethics and  
 OF Equalization. The Clerk's Office is  
 10 administrative support for 3 Boards:  
 Board of Ethics  
 Board of Equalization  
 Salaries & Emoluments Commission

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PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	15,500	0	0	15,500

16 1020-CLERK  
0159-Legislative Administratio  
SOURCE OF FUNDS, THIS SVC LEVEL:  
TAX SUPPORT

CO 7 Provide grant funds for Federation of  
OF Community Councils for its operating  
10 expenses at 72% of the 2000 budgeted  
level.

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

17 1010-ASSEMBLY  
0148-Legislation  
SOURCE OF FUNDS, THIS SVC LEVEL:  
TAX SUPPORT

CO 5 This service level provides funding for  
OF office supplies for Assemblymembers  
8 (\$3,000).

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	3,000	0	0	0	3,000

18 1021-ELECTIONS  
0704-Elections  
SOURCE OF FUNDS, THIS SVC LEVEL:  
TAX SUPPORT

CO 4 Facility rental, supplies, security,  
OF moving expenses, sign and furniture  
6 rental, etc. Includes \$13,000 for  
private company to deliver ballot boxes,  
voting booths, flags, etc., to 114  
precincts.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	19,200	0	0	19,200

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MUNICIPALITY OF ANCHORAGE  
2001 DEPARTMENT RANKING

DEPT: 01 -ASSEMBLY  
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CODE LVL

19 1020-CLERK CO 5 Legal Services: Offical verbatim  
0159-Legislative Administratio OF transcripts, judgments awarding fees  
SOURCE OF FUNDS, THIS SVC LEVEL: 10 and costs in appeals to Superior Court.  
TAX SUPPORT  
IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	10,000	0	0	10,000

20 1020-CLERK CO 6 Travel funding at 50% of 2000 Budget  
0159-Legislative Administratio OF level for travel to: AK Municipal  
SOURCE OF FUNDS, THIS SVC LEVEL: 10 Clerk's Annual Meeting, Academy and  
TAX SUPPORT professional training associations for  
Clerk and Deputy Clerk; International  
Institute of Municipal Clerks or  
national election training.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	2,500	0	0	2,500

21 1021-ELECTIONS CO 5 A runoff for Assembly, School Board  
0704-Elections OF seats as well as Mayor was mandated by  
SOURCE OF FUNDS, THIS SVC LEVEL: 6 passage of Prop 10 in 1999 election.  
TAX SUPPORT Candidates must win an elected race by  
50% plus one. Historical statistics  
suggest that there will be a runoff  
election each year.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	100,000	0	0	100,000

22 1040-ASSEMBLY OFFICE CO 3 Provide funding for continued education  
0413-Policy, Budget, and Manag OF of staff at both in-house and  
SOURCE OF FUNDS, THIS SVC LEVEL: 7 University levels, and professional  
TAX SUPPORT materials and subscriptions.



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DEPT	BUDGET UNIT/	SL	SVC
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PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	1,720	0	0	1,720

23	1040-ASSEMBLY OFFICE		CO	4	Provide minimal funding for potential
	0413-Policy, Budget, and Manag			OF	computer hardware and software upgrades.
	SOURCE OF FUNDS, THIS SVC LEVEL:			7	
	TAX SUPPORT				

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	0	0	290	290

24	1020-CLERK		CO	9	Provide funds to League of Women Voters
	0159-Legislative Administratio			OF	for preparation of newspaper insert for
	SOURCE OF FUNDS, THIS SVC LEVEL:			10	regular Municipal elections. This
	TAX SUPPORT				service level provides support at 87%
					of the 2000 budgeted level.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	13,800	0	0	13,000

25	1040-ASSEMBLY OFFICE		NM	5	This service level will cover the
	0413-Policy, Budget, and Manag			OF	increase in the cost for the 2001
	SOURCE OF FUNDS, THIS SVC LEVEL:			7	independent audit.
	TAX SUPPORT				
	IGC SUPPORT				

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	4,500	0	0	4,500

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26 1021-ELECTIONS CO 6 Increase advertising budget to cover  
0704-Elections OF added costs required to notice and list  
SOURCE OF FUNDS, THIS SVC LEVEL: 6 polling places for runoff election.  
TAX SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	32,500	0	0	32,500

27 1020-CLERK CO 8 Contracted services for transcribing  
0159-Legislative Administratio OF minutes and other temporary assistance.  
SOURCE OF FUNDS, THIS SVC LEVEL: 10  
TAX SUPPORT  
IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	5,600	0	0	5,600

28 1010-ASSEMBLY CO 6 Provide contracts to broadcast and  
0148-Legislation OF close caption coverage of Assembly  
SOURCE OF FUNDS, THIS SVC LEVEL: 8 meetings.  
TAX SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	53,030	0	0	53,030

29 1040-ASSEMBLY OFFICE 7 Provides funding an Administrative  
0413-Policy, Budget, and Manag OF Assistant position and all operating  
SOURCE OF FUNDS, THIS SVC LEVEL: 7 expenses.  
TAX SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	40,510	2,000	2,790	0	310	45,610

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30 1020-CLERK CO 10 Provide funding at the 2000 budget level  
0159-Legislative Administratio OF for travel, a grant to the Federation of  
SOURCE OF FUNDS, THIS SVC LEVEL: 10 Community Councils, and for the League  
TAX SUPPORT of Women Voters to produce an Informa-  
tional Election Pamphlet.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	35,250	0	0	35,250

31 1030-OMBUDSMAN CO 3 Provide miscellaneous operating  
0183-Ombudsman OF expenses at the 2000 Budget level for  
SOURCE OF FUNDS, THIS SVC LEVEL: 3 training, travel, office supplies, and  
TAX SUPPORT an Assistant Ombudsman's position.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	58,930	500	1,670	0	0	61,100

32 1040-ASSEMBLY OFFICE CO 6 Provide funding for continuation of the  
0413-Policy, Budget, and Manag OF Summer Intern Program, and other  
SOURCE OF FUNDS, THIS SVC LEVEL: 7 miscellaneous expenses for bus passes,  
TAX SUPPORT training, and computer upgrades.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	2,000	0	40	2,040

33 1010-ASSEMBLY 7 Provides for funding for membership in  
0148-Legislation OF the Alaska Municipal League at the 2000  
SOURCE OF FUNDS, THIS SVC LEVEL: 8 level (\$38,000) and reinstates funding  
TAX SUPPORT for the National League of Cities  
(\$9,800).

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	28,300	0	0	28,300

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34 1010-ASSEMBLY  
 0148-Legislation  
 SOURCE OF FUNDS, THIS SVC LEVEL:  
 TAX SUPPORT

8 This service level will provide funding  
 OF for meals for Assemblymembers during  
 8 lunch hour Worksessions, and evening  
 Assembly meetings.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	0	0	8,000	0	0	8,000

TOTALS FOR DEPARTMENT OF ASSEMBLY

, FUNDED AND UNFUNDED . . . . .

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
26	0	0	1,275,380	13,520	888,390	0	640	2,177,930