

ANCHORAGE, ALASKA
AO No. 2025-110, As Amended

1 **AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE CHAPTERS**
2 **1.35, 3.20, AND 3.30 RELATING TO THE ORGANIZATION OF THE EXECUTIVE**
3 **BRANCH, SETTING FORTH THE DUTIES AND RESPONSIBILITIES OF**
4 **EXECUTIVE BRANCH AGENCIES, AMENDING RELATED ANCHORAGE**
5 **MUNICIPAL CODE TO REFLECT THE NEW EXECUTIVE MANAGEMENT**
6 **STRUCTURE.**

7
8 **WHEREAS**, as outlined in its 120-day budget memorandum, the administration
9 desires to realign the organization of departments;

10
11 **WHEREAS**, to put permit greater emphasis on a coordinated and results-driven,
12 community development focus, this ordinance will have the Real Estate, Planning,
13 and Development Services departments report to a Community Development
14 Director;

15
16 **WHEREAS**, as part of the reorganization, Maintenance & Operations, Project
17 Management & Engineering, and the Traffic Engineering department will continue
18 to report to the Director of Public Works, who will now report directly to the municipal
19 manager;

20
21 **WHEREAS**, this ordinance will not have significant economic effects; now,
22 therefore:

23
24 **THE ANCHORAGE ASSEMBLY ORDAINS:**

25
26 **Section 1.** Anchorage Municipal Code section 1.35.010 is hereby amended to
27 read as follows (*the remainder of the section is not affected and therefore not set*
28 *out*):

29
30 **1.35.010 Principal executive personnel, boards and commissions,**
31 **and elected officials.**

32 *** **

33 B. Principal executive personnel and members of boards and
34 commissions and elected officials who shall take the oath of office.
35 The following officials and municipal executives shall take and
36 subscribe to the oath of office:

37 *** **

38 2. Principal municipal executives whose office is created by
39 Municipal Charter, AMC 2.20, AMC 3.20, or AMC 5.10
40 including:

- 41 a. Municipal attorney (Charter § 5.04).
- 42 b. Municipal manager (Charter § 5.03).
- 43 c. Municipal clerk (Charter § 4.05).
- 44 d. Chief fiscal officer (Charter § 5.05).

- e. Ombudsman (Charter § 4.07).
- f. Director of internal audit (section 3.20.100).
- g. Assembly program and budget analyst (section 2.20.055).
- h. Assembly counsel (section 2.20.065).
- i. Director—Community Development [PLANNING, DEVELOPMENT & PUBLIC WORKS] department (section 3.20.070).
- j. Director—Office of Management and Budget (section 3.20.070).
- k. Executive Director of the Equal Rights Commission (section 5.10.040).

*** *** ***

(AO No. 2000-131, § 1, 9-12-00; AO No. 2002-69, § 1, 5-14-02; AO No. 2018-24, § 1, 4-10-18; AO No. 2021-114, § 1, 1-31-22; AO No. 2022- 40(S), § 1, 3-22-22; AO No. 2023-68, § 3, 6-20-23; AO No. 2023-73, § 2, 7- 25-23; AO No. 2023-111(S), § 1, 11-7-23; AO No. 2024-61(S-1), § 3, 7-16-24; AO No. 2024-110(S), §§ 1, 7, 11-26-24)

Section 2. Anchorage Municipal Code section 3.20.0101 is hereby amended to read as follows (*the remainder of the section is not affected and therefore not set out*):

3.20.010 Executive and administrative order; organizational chart.

The executive branch of the municipal government shall be organized as provided in this chapter and the following plan:

[Delete existing image; replace with image in Exhibit A]

(AO No. 79-27; AO No. 82-49; AO No. 88-82; AO No. 90-15(S); AO No. 91-173(S); AO No. 94-135(S), § 2, 7-12-94; AO No. 2000-105(S), § 2, 6-27-00; AO No. 2000-141(S), § 2, 9-26-00; AO No. 2002-130, § 4, 9-10-02; AO No. 2003-109, § 1, 9-9-03; AO No. 2004-136, § 1, 12-7-04; AO No. 2005-142, § 1, 10-25-05; AO No. 2009-21, § 1, 2-24-09; AO No. 2009-101, § 1, 8-25-09; AO No. 2010-64, § 1(Exh. A), 9-28-10; AO No. 2010-93, § 1(Exh. A), 1-11-11; AO No. 2011-22(S), § 1, 3-29-11; AO No. 2011-25, § 1, 5-24-11; AO No. 2012-106, § 1(Exh. A), 11-13-12; AO No. 2013-34, § 1(Exh. A), 2-26-13; AO No. 2015-112(S), § 1, 1-1-16; AO 2018-108(S), § 1, 12-31-18; AO No. 2020-79(S), § 1, 8-26-20; AO No. 2020-109, § 1, 10-13-20; AO No. 2020-121, § 1, 1-1-21; AO No. 2021-114, § 2, 1-31-22; AO No. 2022-40(S), § 2, 3-22-22; AO No. 2023-38(S), § 1, 4-18-23)

Section 3. Anchorage Municipal Code section 3.20.070 is hereby amended to read as follows (*the remainder of the section is not affected and therefore not set out*):

3.20.070 Executive branch organization

*** *** ***

B. *Office of the municipal manager.* Within the office of the municipal manager and reporting to the municipal manager or designee are: the

1 office of emergency management; health and safety; transportation
 2 inspection; and the following departments:

3
 4 * * * * *

5 10. Community Development[PLANNING, DEVELOPMENT AND
 6 PUBLIC WORKS]. Within Community Development[THE
 7 PLANNING, DEVELOPMENT AND PUBLIC WORKS] and
 8 reporting to the department, are the following departments:

9
 10 a. *Development services department.* This department is
 11 responsible for administering the municipality's building
 12 plan review, building permit, and building inspections,
 13 on-site water and wastewater codes, NPDES
 14 inspections, right-of-way permitting, plan review and
 15 permitting, code abatement, maintenance of department
 16 computer systems and geographic base layers, and
 17 provide research and technical services in support of
 18 public and private development projects. This
 19 department also enforces zoning regulations, responds
 20 to zoning complaints, and issues operating permits for
 21 B&Bs, mobile home parks, and transmission towers.
 22 This department is also responsible for subdivision
 23 public improvement quality assurance.

24
 25 b. *Planning department.* This department is responsible for
 26 comprehensive land use planning and planning for
 27 public facilities, and environmental resources. The
 28 department manages the municipality's coastal and
 29 wetlands management programs; administers, and
 30 enforces the Title 21 Land Use Code; processes
 31 applications and prepares recommendations for zoning,
 32 conditional use, variance, subdivision, and site plan
 33 reviews; and provides staff support to the planning and
 34 zoning commission, platting board, zoning board of
 35 examiners and appeals, urban design commission, and
 36 the municipal assembly. The department also provides
 37 technical, GIS mapping, geographic base layers, and
 38 website support to all of the departments headquartered
 39 in the planning and development center. The
 40 department also provides staff support to the Anchorage
 41 Metropolitan Area Transportation Solutions (AMATS).

42
 43 c. [DEPARTMENT OF PUBLIC WORKS. THIS
 44 DEPARTMENT IS RESPONSIBLE FOR
 45 MANAGEMENT OVERSIGHT OF PUBLIC
 46 DEVELOPMENT SERVICES AND INCLUDES THE
 47 FOLLOWING DEPARTMENTS:

48 I. MAINTENANCE AND OPERATIONS
 49 DEPARTMENT. THIS DEPARTMENT
 50 PROVIDES YEAR-ROUND MAINTENANCE OF
 51 ALL ROADS, DRAINAGE SYSTEMS, STREET

1 LIGHTS, WITHIN THE ANCHORAGE ROADS
2 AND DRAINAGE SERVICE AREA (ARDSA).
3 THIS DEPARTMENT IS ALSO RESPONSIBLE
4 FOR MAINTENANCE OF OTHER SERVICE
5 AREAS AS OUTLINED IN TITLE 27. THE
6 DEPARTMENT ACTS AS THE STEWARD FOR
7 GENERAL GOVERNMENT FACILITIES,
8 VEHICLES, AND EQUIPMENT; PERFORMS
9 CONSTRUCTION MANAGEMENT FOR NEW
10 FACILITIES, RENOVATION, AND
11 MAINTENANCE UPGRADE PROJECTS;
12 PROVIDES MAINTENANCE AND CUSTODIAL
13 SERVICES, ARRANGES FOR UTILITIES, AND
14 SECURITY, AND VERIFIES PAYMENT OF
15 THESE ACCOUNTS; ACQUIRES AND
16 MAINTAINS ALL GENERAL GOVERNMENT
17 VEHICLES AND EQUIPMENT; PROVIDES
18 CONTRACT ADMINISTRATION FOR
19 FACILITIES MAINTENANCE AND SECURITY
20 ACTIVITIES OPERATED THROUGH OUTSIDE
21 CONTRACTORS; AND MAINTAINS AND
22 OPERATES THE 911 EMERGENCY DISPATCH
23 SYSTEM AND OTHER MUNICIPAL INTERNAL
24 RADIO COMMUNICATIONS SYSTEMS AND
25 INFRASTRUCTURE.
26

27 II. *PROJECT MANAGEMENT AND ENGINEERING*
28 *DEPARTMENT.* THIS DEPARTMENT IS
29 RESPONSIBLE FOR CAPITAL PROJECT
30 MANAGEMENT, ENGINEERING, DESIGN,
31 CONSTRUCTION, AND QUALITY CONTROL;
32 STORMWATER RUNOFF QUALITY
33 MANAGEMENT; AND RIGHT-OF-WAY
34 ACQUISITION.
35

36 III. *TRAFFIC ENGINEERING DEPARTMENT.* THIS
37 DEPARTMENT IS RESPONSIBLE FOR
38 PLANNING, ENGINEERING, DESIGN,
39 INSTALLATION, OPERATION, AND
40 MAINTENANCE OF TRAFFIC SIGNALS AND
41 TRAFFIC CONTROL DEVICES; ON- AND OFF-
42 STREET PARKING REQUIREMENTS; AND
43 THE DUTIES AND RESPONSIBILITIES
44 ASSIGNED BY TITLE 9 AND TITLE 21.
45

46 D.] *Real estate.* This department is responsible for
47 management oversight of the acquisition, retention, and
48 disposal of municipal lands and lands within the Heritage
49 Land Bank inventory, to include reserving needed lands
50 for future public uses. The department is also
51 responsible for lease, planning, acquisition,

1 management, maintenance, and disposition of real
2 property owned or occupied by the municipality,
3 including the utilities, and tax foreclosures of property.
4 This department includes the following divisions: Real
5 Estate Services and Heritage Land Bank.
6

7 11. Department of public works. This department is responsible for
8 management oversight of public development services and
9 includes the following departments:
10

11 a. Maintenance and operations department. This
12 department provides year-round maintenance of all
13 roads, drainage systems, street lights, within the
14 Anchorage Roads and Drainage Service Area (ARDSA).
15 This department is also responsible for maintenance of
16 other service areas as outlined in Title 27. The
17 department acts as the steward for general government
18 facilities, vehicles, and equipment; performs
19 construction management for new facilities, renovation,
20 and maintenance upgrade projects; provides
21 maintenance and custodial services, arranges for
22 utilities, and security, and verifies payment of these
23 accounts; acquires and maintains all general
24 government vehicles and equipment; provides contract
25 administration for facilities maintenance and security
26 activities operated through outside contractors; and
27 maintains and operates the 911 emergency dispatch
28 system and other municipal internal radio
29 communications systems and infrastructure.
30

31 b. Project management and engineering department. This
32 department is responsible for capital project
33 management, engineering, design, construction, and
34 quality control; stormwater runoff quality management;
35 and right-of-way acquisition.
36

37 c. Traffic engineering department. This department is
38 responsible for planning, engineering, design,
39 installation, operation, and maintenance of traffic signals
40 and traffic control devices; on- and off-street parking
41 requirements; and the duties and responsibilities
42 assigned by Title 9 and Title 21.
43

44 12[11]. Parks and Recreation Department. The parks and recreation
45 department is responsible for preserving and enhancing the
46 quality of life for present and future generations by providing
47 recreational programs and maximizing the use of trails, parks,
48 and recreational facilities in the Anchorage Bowl, Eagle River-
49 Chugiak, and Girdwood area. This department includes the
50 following division:

51 a. Anchorage Memorial Park Cemetery.

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3 13[12].Anchorage Library Department. The library department's
4 mission is to provide information through library materials and
5 staff, offer educational programs for residents [CITIZENS] from
6 birth [PRE-SCHOOL] to adult, provide equitable access to
7 technology with computers and the internet for personal use
8 and for government and employment resources.

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11 (AO No. 21-76; AO No. 59-76; AO No. 283-76; AO No. 77-359; AO No. 78-
12 82; AO No. 78-113; AO No. 78-121; AO No. 79-27; AO No. 80-5; AO No.
13 82-49; AO No. 83-159; AO No. 85-8; AO No. 86-204; AO No. 88-47(S); AO
14 No. 88-82; AO No. 89-10; AO No. 89-18; AO No. 89-39; AO No. 90-15(S);
15 AO No. 91-173(S); AO No. 92-79; AO No. 92-148; AO No. 94-135(S), § 8,
16 7-12-94; AO No. 95-141, § 1, 7-11-95; AO No. 96-47, § 2, 3-5-96; AO No.
17 98-115(S), § 3, 7-1-98; AO No. 2003-109, § 6, 9-9-03; AO No. 2004-132, §
18 2, 10-12-04; AO No. 2004-136, § 2, 12-7-04; AO No. 2005-142, § 2, 10-25-
19 05; AO No. 2008-90(S), § 2, 1-1-09; AO No. 2009-21, § 2, 2-24-09; AO No.
20 2009-101, § 6, 8-25-09; AO No. 2010-64, § 2, 9-28-10; AO No. 2010-93, §
21 2, 1-11-11; AO No. 2011-40, § 1, 3-29-11; AO No. 2011-25, § 2, 5-24-11;
22 AO No. 2012-106, § 3, 11-13-12; AO No. 2013-34, § 3, 2-26-13; AO No.
23 2015-112(S), § 5, 1-1-16; AO No. 2017-122(S), § 4, 10-24-17; AO
24 No. 2018-24, § 3, 4-10-18; AO No. 2018-108(S), § 3, 12-31-18; AO
25 No. 2018-118, § 2, 1-1-19; AO No. 2019-42, § 2, 4-23-19; AO No. 2019-
26 133, § 1, 11-5-19; AO No. 2020-23, § 2, 3-10-20; AO No. 2020-24, § 1, 3-
27 10-20; AO No. 2020-79(S), § 2, 8-26-20; AO No. 2020-109, § 2, 10-13-
28 20; AO No. 2020-121, § 2, 1-1-21; AO No. 2021-113(S), § 3, 11-10-21; AO
29 No. 2021-114, § 2, 1-31-22; AO No. 2022-40(S), § 3, 3-22-22; AO No.
30 2023-38(S), § 2, 4-18-23; AO No. 2023-61(S), § 1, 5-23-23; AO No. 2023-
31 111(S), § 2, 11-7-23; AO No. 2023-81, § 2, 1-9-24; AO No. 2024-28, § 1, 3-
32 27-24; AO No. 2024-110(S), §§ 4, 7, 8, 11-26-24; AO No. 2025-57, § 1, 5-6-
33 25)

34 **Editor's note**— AO No. 2000-105(S), § 2, adopted June 27, 2000, repealed
35 § 3.20.070, which pertained to municipal organizations. See the Code
36 Comparative Table. Subsequently, AO No. 2003-109, § 6, effective Sept. 9,
37 2003, added provisions designated as § 3.20.070 to read as herein set out.

38 **Charter reference**— Appointment of department heads, § 5.02(a); municipal
39 manager, § 5.03; municipal attorney, § 5.04.

40 **Cross-reference**— Principal executive personnel, boards and commissions,
41 § 1.35.010.

42
43 **Section 4.** Anchorage Municipal Code section 3.30.172 is hereby amended to
44 read as follows (the remainder of the section is not affected and therefore not set
45 out):

46 **3.30.172 Classification**

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48 E. The following classifications are assigned to Range 22E:

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50 8 [EXECUTIVE] Director, office of federal compliance[EQUAL
51 EMPLOYMENT OPPORTUNITY].

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G. The following classifications are assigned to Range 24E:

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7. Director, Community Development [PLANNING, DEVELOPMENT, AND PUBLIC WORKS]

*** **

(AO No. 79-195; AO No. 91-96; AO No. 92-5(S); AO No. 92-111; AO No. 94-225, § 3, 12-6-94; AO No. 97-103, § 2, 7-1-97; AO No. 98-79, § 1, 5-19-98; AO No. 98- 115(S), § 4, 7-1-98; AO No. 2000-101(S), § 1, 9-26-00; AO No. 2001-56, § 1, 2-1- 01; AO No. 2001-98, § 1, 5-1-01; AO No. 2001-130, § 1, 8-1-01; AO No. 2001-132, § 1, 8-14-01; AO No. 2002-69, § 3, 5-14-02; AO No. 2002-100, § 1, 7-16-02; AO No. 2002-111, § 1, 8-6-02; AO No. 2002-130, § 1, 9-10-02; AO No. 2003-29, § 1, 2- 11-03; AO No. 2004-3, § 1, 1-20-04; AO No. 2004-85, § 1, 5-18-04; AO No. 2004- 87, § 1, 6-8-04; AO No. 2004-132, § 3, 10-12-04; AO No. 2005-6, § 1, 2-15-05; AO No. 2005-119, § 1, 9-27-05; AO No. 2005-151(S), § 1, 10-25-05; AO No. 2009-84, § 1, 7-7-09; AO No. 2015-112(S), § 6, 1-1-16; AO No. 2016-39, § 1, 4-12-16; AO No. 2017-107, § 1, 8-8-17; AO No. 2018-17, § 1, 2-27-18; AO No. 2018-108(S), § 4, 12-31-18; AO No. 2020-79(S), § 4, 8-26-20; AO No. 2021-66, § 2, 7-27-21; AO No. 2023-111(S), § 3, 11-7-23)

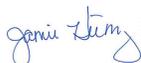
Section 5. This ordinance shall be effective **January 1, 2026**[immediately] upon passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this 18th day of November, 2025.



Chair

ATTEST:



Municipal Clerk



MUNICIPALITY OF ANCHORAGE

Assembly Memorandum

AM No. 727-2025

Meeting Date: October 7, 2025

1 **FROM: MAYOR**

2
3 **SUBJECT: AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE**
4 **CHAPTERS 1.35, 3.20, AND 3.30 RELATING TO THE**
5 **ORGANIZATION OF THE EXECUTIVE BRANCH, SETTING**
6 **FORTH THE DUTIES AND RESPONSIBILITIES OF EXECUTIVE**
7 **BRANCH AGENCIES, AMENDING RELATED ANCHORAGE**
8 **MUNICIPAL CODE TO REFLECT THE NEW EXECUTIVE**
9 **MANAGEMENT STRUCTURE.**

10
11 The Administration submits this ordinance to enact a reorganization of the
12 executive branch.

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14 As outlined in its 120-day budget memorandum, the administration desires
15 to realign the organization of departments to put greater emphasis on community
16 development.

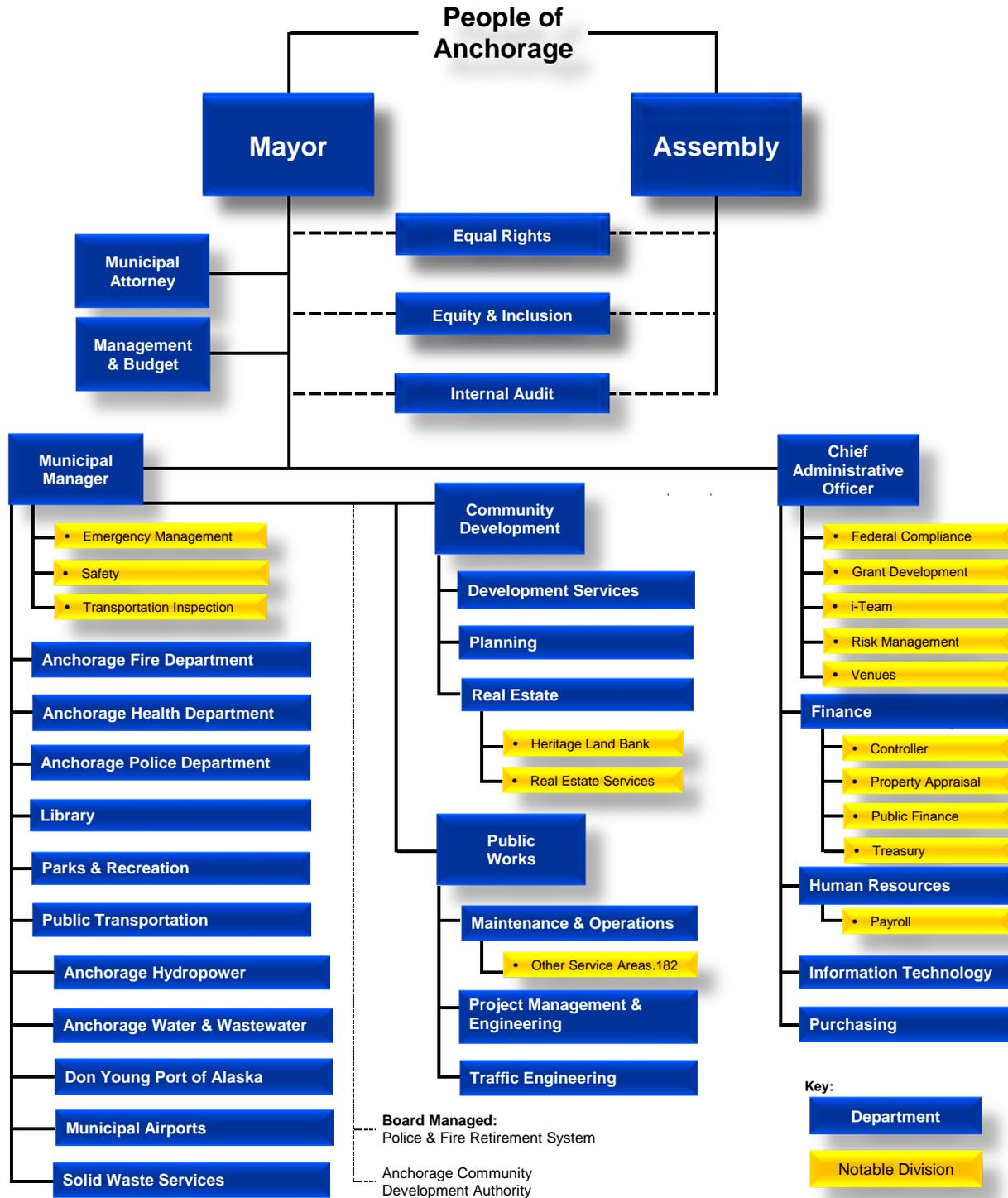
17
18 To that end, this ordinance rebrands the existing Director of Planning,
19 Development & Public Works, the director of "Community Development," to which
20 the Real Estate, Planning, and Development Services departments will report.

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22 Maintenance & Operations, Project Management & Engineering, and the
23 Traffic Engineering department will continue to report to the Director of Public
24 Works, which will now be a direct report to the municipal manager.

25
26
27 **THE ADMINISTRATION RECOMMENDS APPROVAL.**

28
29 Prepared by: Chief Administrative Office
30 Approved by: William D. Falsey, Chief Administrative Officer
31 Concur: Philippe D. Brice, CFO
32 Concur: Eva Gardner, Municipal Attorney
33 Concur: Ona R. Brause, Office of Management & Budget,
34 Director
35 Concur: Rebecca A. Windt Pearson, Municipal Manager
36 Respectfully submitted: Suzanne LaFrance, Mayor

Municipality of Anchorage



AMC 2.20.045 Legislative branch organizational chart