

CLERK'S OFFICE  
APPROVED  
8-25-09

Date: \_\_\_\_\_

Submitted by: Chair of the Assembly at the  
Request of the Mayor  
Prepared by: Dept. of Law  
For reading: August 11, 2009

ANCHORAGE, ALASKA  
AO No. 2009-101

1 AN ORDINANCE AMENDING, REPEALING AND RE-ENACTING SECTIONS  
2 OF ANCHORAGE MUNICIPAL CODE CHAPTER 3.20 RELATING TO  
3 ORGANIZATION OF THE EXECUTIVE BRANCH.

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4  
5 THE ANCHORAGE ASSEMBLY ORDAINS:  
6

7 **Section 1.** Anchorage Municipal Code section 3.20.010 is amended to replace  
8 the *November 2004 - Executive Branch Organization* chart, appended/linked to the  
9 section, with the *July 2009 - Executive Branch Organization* chart, attached as  
10 **Exhibit A**, as follows:  
11

12 **3.20.010 Executive and administrative order.**  
13

14 The executive branch of the municipal government shall be organized as  
15 provided in this chapter and the following plan:  
16

17 GRAPHIC LINK: [Click here](#)  
18

19 (AO No. 79-27; AO No. 88-82; AO No. 90-15(S); AO No. 91-173(S); AO No.  
20 94-135(S), § 2, 7-12-94; AO No. 2000-105(S), § 2, 6-27-00; AO No. 2000-  
21 141(S), § 2, 9-26-00; AO No. 2002-130, § 4, 9-10-02; AO No. 2003-109, §  
22 1, 9-9-03; AO No. 2004-136, § 1, 12-7-04; AO No. 2005-142, § 1, 10-25-05;  
23 AO No. 2009-21, § 1, 2-24-09)

24 *Charter references:* Qualifications of mayor, § 5.01; appointment of officers  
25 and department heads, §§ 5.02(a), 5.03--5.05.

26 *Cross references:* Office of emergency management, § 3.80.010;  
27 emergency proclamations by the mayor, § 3.80.040.  
28

29 **Section 2.** Anchorage Municipal Code section 3.20.040 is amended to read as  
30 follows (*the remainder of the section is not affected, and therefore not set out*):  
31

32 **3.20.040 Office of the mayor.**  
33

34 \*\*\* \*\*

35 C. Within the office of the mayor, and under the mayor's supervision, or  
36 supervision [THAT] of designated subordinate officials, are those  
37 municipal departments described in Section 3.20.070 [OF THIS  
38 CHAPTER].  
39

40 (AO No. 79-27; AO No. 88-47(S); AO No. 89-39; AO No. 90-15(S); AO No.  
41 94-135(S), § 4, 7-12-94; AO No. 98-115(S), § 2, 7-1-98; AO No. 2000-

105(S), § 2, 6-27-00; AO No. 2003-109, § 2, 9-9-03)

**Section 3.** Anchorage Municipal Code section 3.20.045 is amended to read as follows (*the remainder of the section is not affected, and therefore not set out*):

**3.20.045 Office of the municipal manager.**

\*\*\*      \*\*\*      \*\*\*

C. The manager shall be responsible to the mayor for the management and operation of those departments set forth in Section 3.20.070 [OF THIS CHAPTER].

D. Generally, the office of the municipal manager is responsible to the mayor for overall municipal administrative policy, public safety, and operations of the municipality.

(AO No. 88-47(S); AO No. 94-135(S), § 5, 7-12-94; AO No. 2003-109, § 3, 9-9-03)

Charter references: Municipal manager, § 5.03.

**Section 4.** Anchorage Municipal Code section 3.20.060 is repealed in its entirety.

**3.20.060 Repealed. [OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT.**

A. ECONOMIC AND COMMUNITY DEVELOPMENT ACTIVITIES OF THE MUNICIPALITY SHALL BE UNDERTAKEN BY THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT WITHIN THE EXECUTIVE BRANCH.

B. THE OFFICE SHALL BE ADMINISTERED BY AN EXECUTIVE DIRECTOR WHO IS APPOINTED BY THE MAYOR AND CONFIRMED BY THE ASSEMBLY. THE EXECUTIVE DIRECTOR SERVES AT THE PLEASURE OF THE MAYOR.

C. THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT SHALL PERFORM THOSE FUNCTIONS PRESCRIBED BY THE MAYOR AND SHALL CONSIST OF THE DEPARTMENTS SET FORTH IN SECTION 3.20.070 OF THIS CHAPTER, AS WELL AS RESPONSIBILITY FOR OTHER CULTURAL AND RECREATIONAL ACTIVITIES].

(AO No. 21-76; AO No. 77-359; AO No. 78-82; AO No. 78-113; AO No. 78-121; AO No. 79-27; AO No. 80-5; AO No. 82-49; AO No. 85-8; AO No. 88-47(S); AO No. 88-82; AO No. 91-173(S); AO No. 94-135(S), § 7, 7-12-94; AO No. 2000-105(S), § 2, 6-27-00; AO No. 2000-141(S), § 1, 9-26-00; AO No. 2001-125, § 1, 7-10-01; AO No. 2002-69, § 2, 5-14-02; AO No. 2003-109, § 5, 9-9-03)

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47 ///

1 ///

2 ///

3 **Section 5.** Anchorage Municipal Code section 3.20.065 is repealed and  
4 reenacted to read as follows:

5  
6 **3.20.065 Office of employee relations.**

7  
8 A. The personnel and labor activities for the municipality shall be  
9 undertaken by the office of employee relations.

10  
11 B. The office shall be administered by an executive director who is  
12 appointed by the mayor and confirmed by the assembly. The  
13 executive director serves at the pleasure of the mayor.

14  
15 C. The executive director shall be responsible to the mayor for the  
16 management and operation of those departments set forth in  
17 Section 3.20.070.

18  
19 D. Generally, the office of employee relations is responsible for  
20 establishing and maintaining a comprehensive personnel services  
21 program for all municipal employees, including labor relations  
22 services, labor negotiations, labor contract administration,  
23 recruitment and certification of employees, administration and  
24 maintenance of classification and comprehensive benefit plans,  
25 training programs for employees, and organizational and career  
26 development.

27  
28 E. The office of equal opportunity, responsible for oversight of diversity  
29 programs, processing of discrimination complaints, administration of  
30 minority business and contract compliance under title 7, and other  
31 employment compliance programs, shall be administered by a  
32 director, appointed by the mayor and confirmed by the assembly,  
33 and report to the executive director of employee relations.

34  
35 **[OFFICE OF EQUAL OPPORTUNITY.**

36 **A. EQUAL OPPORTUNITY AND DIVERSITY PROGRAMS OF THE MUNICIPALITY**  
37 **SHALL BE UNDERTAKEN BY THE OFFICE OF EQUAL OPPORTUNITY WITHIN**  
38 **THE EXECUTIVE BRANCH.**

39 **B. THE OFFICE SHALL BE ADMINISTERED BY AN EXECUTIVE DIRECTOR WHO IS**  
40 **APPOINTED BY THE MAYOR AND CONFIRMED BY THE ASSEMBLY. THE**  
41 **EXECUTIVE DIRECTOR SERVES AT THE PLEASURE OF THE MAYOR.**

42 **C. THE OFFICE OF EQUAL OPPORTUNITY SHALL OVERSEE DIVERSITY**  
43 **PROGRAMS, PROCESS DISCRIMINATION COMPLAINTS, ADMINISTER MINORITY**  
44 **BUSINESS AND CONTRACT COMPLIANCE UNDER TITLE 7, AND PERFORM**  
45 **THOSE FUNCTIONS PRESCRIBED BY THE MAYOR AS SET FORTH IN SECTION**  
46 **3.20.070.]**

47

(AO No. 2004-132, § 1, 10-12-04)

**Section 6.** Anchorage Municipal Code section 3.20.070 is amended to read as follows:

**3.20.070      Executive branch organization.**

A. Within the office of the mayor and reporting to the mayor or his designee are the following organizations [DEPARTMENTS]:

1. Municipal attorney. The department of the municipal attorney is responsible for providing legal services to municipal government, managing all civil litigation to which the municipality is a party, and providing judicial prosecution of misdemeanor criminal offenses in direct support of enforcement activities.

2. Office of Management and Budget. The Office of Management and Budget is responsible for fiscal and operational planning, monitoring compliance with municipal budget policies and standards, management analysis, budgeting and program analysis, preparing and managing the municipal budget, and coordinating state and federal grant assistance.

[OFFICE OF EQUAL OPPORTUNITY. THE OFFICE OF EQUAL OPPORTUNITY SHALL OVERSEE DIVERSITY PROGRAMS, PROCESSING OF DISCRIMINATION COMPLAINTS, AND ADMINISTRATION OF MINORITY BUSINESS AND CONTRACT COMPLIANCE.]

B. Within the office of the municipal manager and reporting to the municipal manager are offices of Emergency Management, Risk Management, Safety, Transportation Inspection, and the following departments:

1. Anchorage Fire Department. The fire department is responsible for the prevention and suppression of fire, the enforcement of fire codes, the operation of the emergency medical services system, and the investigation of offenses involving fire.

2. Anchorage Police Department. The police department is responsible for enforcing the observance of all laws and ordinances, to promote and maintain order, and to protect lives and property.

1  
2 3 [5]. Health and human services. The department of health and  
3 human services is responsible for protecting the public health  
4 and safety through programs in disease prevention,  
5 abatement of air, noise and water pollution, substance abuse,  
6 individual, family and community health and sanitation. The  
7 department is also responsible for providing social programs  
8 in such areas as day care, housing, older persons and  
9 handicapped persons, safe cities, and operation of the  
10 municipal cemetery.

11  
12 4 [7]. Merrill Field Airport. This department is responsible for  
13 operating and maintaining Merrill Field Airport.

14 [EMPLOYEE RELATIONS. THE DEPARTMENT OF EMPLOYEE  
15 RELATIONS IS RESPONSIBLE FOR ESTABLISHING AND MAINTAINING A  
16 COMPREHENSIVE PERSONNEL SERVICES PROGRAM FOR ALL  
17 MUNICIPAL EMPLOYEES. MAJOR FUNCTIONS INCLUDE LABOR  
18 RELATIONS SERVICES, LABOR NEGOTIATIONS, LABOR CONTRACT  
19 ADMINISTRATION, RECRUITMENT AND CERTIFICATION OF  
20 EMPLOYEES, ADMINISTRATION AND MAINTENANCE OF  
21 CLASSIFICATION AND COMPREHENSIVE BENEFIT PLANS, TRAINING  
22 PROGRAMS FOR EMPLOYEES, AND ORGANIZATIONAL AND CAREER  
23 DEVELOPMENT.]

24  
25 5 [9]. Public transportation. The department of public transportation  
26 is responsible for managing an efficient and safe public  
27 transportation system.

28  
29 6 [10]. Solid waste services. Solid waste services is responsible for  
30 providing refuse collection and solid waste disposal.

31  
32 7. Port of Anchorage. The Port of Anchorage is responsible for  
33 operating and maintaining port facilities in the municipality.

34  
35 8. Parks and Recreation. The Parks and Recreation Department  
36 is responsible for preserving and enhancing quality of life for  
37 present and future generations by providing recreational  
38 programs and maximizing use of trails, parks and recreational  
39 facilities in the Anchorage Bowl, Eagle River-Chugiak, and  
40 Girdwood areas.

41  
42 9. Library. The library's mission is to provide information through  
43 library materials and staff, offer educational programs for  
44 citizens from pre-school to adult, provide equitable access to  
45 technology with computers and the internet for personal use  
46 and for government and employment resources.  
47

10. Department of community planning and development.

a. Community planning and development activities of the municipality shall be undertaken by the department of community planning and development, and shall be administered by an executive manager who is appointed by the mayor and confirmed by the assembly. The executive director serves at the pleasure of the mayor.

b. The department of community planning and development shall perform those functions prescribed by the mayor, and shall consist of the following departments:

i. Heritage Land Bank. The Heritage Land Bank Department, including the division of Real Estate Services, is responsible for management oversight of the acquisition, retention and disposal of municipal lands within the Heritage Land Bank, to include reserving needed lands for future public uses. The Heritage Land Bank also will be responsible for lease, planning, acquisition, management, maintenance and disposition of real property owned or occupied by the municipality, including the utilities, and tax foreclosures of property.

ii [3]. Development services. The development services department is responsible for administering the municipality's building plan review, building permit, and building inspections, on-site water and wastewater codes, NPDES inspections, right-of-way permitting, plan review and permitting, code abatement, maintenance of department computer systems and geographic base layers, and provide research and technical services in support of public and private development projects.

iii [10]. Maintenance and operations. The department of maintenance and operations provides year-round maintenance of all roads, drainage systems, street lights, park facilities and trails within the Anchorage Roads and Drainage Service Area (ARDSA) and Anchorage Park Service Area. This department is also

1 responsible for maintenance of other service  
2 areas as outlined in Anchorage Municipal Code  
3 Title 27. The department acts as the steward  
4 for general government facilities, vehicles and  
5 equipment, and provides maintenance and  
6 custodial services, arranges for utilities, security,  
7 insurance, and provides payment of these  
8 accounts; acquires and maintains all general  
9 government vehicles and equipment; and  
10 provides contract administration for facilities  
11 maintenance and security activities operated  
12 through outside contractors.

13  
14 iv. Neighborhoods. The department of  
15 neighborhoods is responsible for managing the  
16 Community Development Block Grant, the  
17 HOME Investment Partnerships Program.  
18 Department of Energy/AHFC Weatherization  
19 Grant and various other grant programs related  
20 to housing and community development.  
21 Utilizing these resources, the department  
22 strengthens the municipality's neighborhoods  
23 through building strong individuals, proud  
24 families and a vibrant community.

25  
26 v. Planning. The planning department is  
27 responsible for comprehensive land use  
28 planning and planning for public facilities, and  
29 environmental resources. The department  
30 manages the municipality's coastal and wetlands  
31 management programs; administers, amends,  
32 and enforces the Title 21 land use code;  
33 processes applications and prepares  
34 recommendations for zoning, conditional use,  
35 variance, subdivision and site plan reviews; and  
36 provides staff support to the planning and zoning  
37 commission, platting board, zoning board of  
38 examines and appeals, urban design  
39 commission, and the municipal assembly. The  
40 department enforces zoning regulations, and  
41 responds to zoning complaints and issues  
42 operating permits for B&Bs, mobile home parks,  
43 and transmission towers; and also provides  
44 technical, GIS mapping, geographic base layers,  
45 and website support to all of the departments  
46 headquartered in the planning and development  
47 center.

1  
2 vi [8]. Project management & engineering. The  
3 department of project management &  
4 engineering is responsible for capital project  
5 management, engineering, design, construction  
6 and quality control; storm water runoff quality  
7 management; right-of-way acquisition; and  
8 subdivision public improvement quality  
9 assurance.

10  
11 vii [11].Traffic. The traffic department is responsible for  
12 planning, engineering, design, installation,  
13 operation and maintenance of traffic signals and  
14 traffic control devices; on and off-street parking  
15 requirements; maintenance and operation of 911  
16 emergency dispatch and municipal and other  
17 internal radio communications; and the duties  
18 and responsibilities assigned by Title 9. This  
19 department also provides staff support to the  
20 Anchorage Metropolitan Area Transportation  
21 Study (AMATS).

22  
23 C. Within the office of the chief fiscal officer and reporting to the chief  
24 fiscal officer are the following departments:

25  
26 1. Finance. The department of finance is responsible for the  
27 management and investment of municipal funds; sale of  
28 bonds; oversight of accounting functions and coordinating the  
29 annual audit; disbursement of payments; collection of taxes,  
30 fees, fines and other revenues; and determination of property  
31 values. This department includes the divisions of controller,  
32 property appraisal, public finance & investments, and  
33 treasury.

34  
35 2 [3]. Purchasing. The department of purchasing has two functions.  
36 The first function is purchasing and includes purchasing  
37 supplies, services, and construction according to Title 7 and  
38 other applicable Code provisions. The department is also  
39 responsible for the overall programming of municipal  
40 contracting services and for outsourcing and privatization.  
41 The other function is contracting and includes contract  
42 preparation, negotiation, consolidation and contract  
43 consolidation. This department is also responsible for  
44 personal property inventory and disposition of surplus  
45 personal property.

46  
47 [OFFICE OF MANAGEMENT AND BUDGET. THE OMB DEPARTMENT IS



1 RESPONSIBLE FOR FISCAL AND OPERATIONAL PLANNING,  
2 MONITORING COMPLIANCE WITH MUNICIPAL POLICIES AND  
3 STANDARDS, MANAGEMENT ANALYSIS, BUDGETING AND PROGRAM  
4 EVALUATION, PREPARING AND MANAGING THE MUNICIPAL BUDGET  
5 AND COORDINATING STATE AND FEDERAL GRANT ASSISTANCE.]  
6

7 3 [4]. Information technology. The information technology  
8 department, operating under the guidelines of an internal  
9 service fund, is responsible for the administration and  
10 application of information systems technology and for the  
11 municipality, strategic long-range systems planning,  
12 municipal-wide systems standards and procedures,  
13 acquisitions of computer equipment and related products and  
14 services, strategic direction for dissemination of computer and  
15 data communication systems and application processing, and  
16 technical support and computer operation services for  
17 centralized municipal-wide and selected distributed data  
18 centers. This department is also responsible for  
19 reprographics, records management, and courier services  
20 within the municipal government.  
21

22 [5. EMPLOYEE RELATIONS. THE DEPARTMENT OF EMPLOYEE  
23 RELATIONS IS RESPONSIBLE FOR ESTABLISHING AND MAINTAINING A  
24 COMPREHENSIVE PERSONNEL SERVICES PROGRAM FOR ALL  
25 MUNICIPAL EMPLOYEES. MAJOR FUNCTIONS INCLUDE LABOR  
26 RELATIONS SERVICES, LABOR NEGOTIATIONS, LABOR CONTRACT  
27 ADMINISTRATION, RECRUITMENT AND CERTIFICATION OF  
28 EMPLOYEES, ADMINISTRATION AND MAINTENANCE OF  
29 CLASSIFICATION AND COMPREHENSIVE BENEFIT PLANS, TRAINING  
30 PROGRAMS FOR EMPLOYEES, AND ORGANIZATIONAL AND CAREER  
31 DEVELOPMENT.]  
32

33 D. Within the office of employee relations, and reporting to the  
34 executive director, are the divisions of personnel services and labor  
35 relations, and the office of equal opportunity.  
36

37 [WITHIN THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT AND  
38 REPORTING TO THE EXECUTIVE DIRECTOR ARE THE FOLLOWING  
39 DEPARTMENTS:

40 1. PLANNING. THE PLANNING DEPARTMENT IS RESPONSIBLE FOR  
41 COMPREHENSIVE LAND USE PLANNING AND PLANNING FOR PUBLIC  
42 FACILITIES, AND ENVIRONMENTAL RESOURCES. THE DEPARTMENT  
43 MANAGES THE MUNICIPALITY'S COASTAL AND WETLANDS  
44 MANAGEMENT PROGRAMS; ADMINISTERS, AMENDS, AND ENFORCES  
45 THE TITLE 21 LAND USE CODE; PROCESSES APPLICATIONS AND  
46 PREPARES RECOMMENDATIONS FOR ZONING, CONDITIONAL USE,  
47 VARIANCE, SUBDIVISION AND SITE PLAN REVIEWS; AND PROVIDES

1 STAFF SUPPORT TO THE PLANNING AND ZONING COMMISSION,  
2 PLATTING BOARD, ZONING BOARD OF EXAMINES AND APPEALS,  
3 URBAN DESIGN COMMISSION, AND THE MUNICIPAL ASSEMBLY. THE  
4 DEPARTMENT ENFORCES ZONING REGULATIONS, AND RESPONDS TO  
5 ZONING COMPLAINTS AND ISSUES OPERATING PERMITS FOR B&Bs,  
6 MOBILE HOME PARKS, AND TRANSMISSION TOWERS; AND ALSO  
7 PROVIDES TECHNICAL, GIS MAPPING, GEOGRAPHIC BASE LAYERS,  
8 AND WEBSITE SUPPORT TO ALL OF THE DEPARTMENTS  
9 HEADQUARTERED IN THE PLANNING AND DEVELOPMENT CENTER.

10 2. HERITAGE LAND BANK. THE HERITAGE LAND BANK DEPARTMENT  
11 IS RESPONSIBLE FOR MANAGEMENT OVERSIGHT OF THE  
12 ACQUISITION, RETENTION AND DISPOSAL OF MUNICIPAL LANDS  
13 WITHIN THE HERITAGE LAND BANK, TO INCLUDE RESERVING  
14 NEEDED LANDS FOR FUTURE PUBLIC USES. THE HERITAGE LAND  
15 BANK ALSO WILL BE RESPONSIBLE FOR LEASE, PLANNING,  
16 ACQUISITION, MANAGEMENT, MAINTENANCE AND DISPOSITION OF  
17 REAL PROPERTY OWNED OR OCCUPIED BY THE MUNICIPALITY,  
18 INCLUDING THE UTILITIES, AND TAX FORECLOSURES OF PROPERTY.

19 3. PORT OF ANCHORAGE. THE PORT OF ANCHORAGE IS  
20 RESPONSIBLE FOR OPERATING AND MAINTAINING PORT FACILITIES IN  
21 THE MUNICIPALITY.

22 4. ANCHORAGE PARKS AND RECREATION. THE ANCHORAGE PARKS  
23 AND RECREATION DEPARTMENT IS RESPONSIBLE FOR PRESERVING  
24 AND ENHANCING QUALITY OF LIFE FOR PRESENT AND FUTURE  
25 GENERATIONS BY PROVIDING RECREATIONAL PROGRAMS AND  
26 MAXIMIZING USE OF TRAILS, PARKS AND RECREATIONAL FACILITIES  
27 IN THE ANCHORAGE BOWL AND GIRDWOOD AREAS.

28 5. NEIGHBORHOODS. THE DEPARTMENT OF NEIGHBORHOODS, IS  
29 RESPONSIBLE FOR MANAGING THE COMMUNITY DEVELOPMENT  
30 BLOCK GRANT, THE HOME INVESTMENT PARTNERSHIPS  
31 PROGRAM. DEPARTMENT OF ENERGY/AHFC WEATHERIZATION  
32 GRANT AND VARIOUS OTHER GRANT PROGRAMS RELATED TO  
33 HOUSING AND COMMUNITY DEVELOPMENT. UTILIZING THESE  
34 RESOURCES, THE DEPARTMENT STRENGTHENS THE MUNICIPALITY'S  
35 NEIGHBORHOODS THROUGH BUILDING STRONG INDIVIDUALS, PROUD  
36 FAMILIES AND A VIBRANT COMMUNITY.]

37  
38 (AO No. 21-76; AO No. 59-76; AO No. 283-76; AO No. 77-359; AO No. 78-  
39 82; AO No. 78-113; AO No. 78-121; AO No. 79-27; AO No. 80-5; AO No.  
40 82-49; AO No. 83-159; AO No. 85-8; AO No. 86-204; AO No. 88-47(S); AO  
41 No. 88-82; AO No. 89-10; AO No. 89-18; AO No. 89-39; AO No. 90-15(S);  
42 AO No. 91-173(S); AO No. 92-79; AO No. 92-148; AO No. 94-135(S), § 8,  
43 7-12-94; AO No. 95-141, § 1, 7-11-95; AO No. 96-47, § 2, 3-5-96; Ord. No.  
44 98-115(S), § 3, 7-1-98; AO No. 2003-109, § 6, 9-9-03; AO No. 2004-132, §  
45 2, 10-12-04; AO No. 2004-136, § 2, 12-7-04; AO No. 2005-142, § 2, 10-25-  
46 05; AO No. 2008-90(S), § 2, 1-1-09; AO No. 2009-21, § 2, 2-24-09)

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1 *Editor's note:* AO No. 2000-105(S), § 2, adopted June 27, 2000, repealed §  
2 3.20.070, which pertained to municipal organizations. See the Code  
3 *Comparative Table*. Subsequently, AO No. 2003-109, § 6, effective Sept.  
4 9, 2003, added provisions designated as 3.20.070 to read as herein set out.  
5 *Charter references:* Appointment of department heads, § 5.02(a); municipal  
6 manager, § 5.03; municipal attorney, § 5.04.  
7

8 ///

9 ///

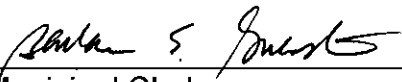
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11 **Section 7.** This ordinance shall become effective immediately upon passage  
12 and approval by the Assembly.  
13

14 PASSED AND APPROVED by the Anchorage Assembly this 25<sup>th</sup> day of  
15 August, 2009.  
16

17  
18   
19 \_\_\_\_\_  
20 Chair of the Assembly

21 ATTEST:

22  
23   
24 \_\_\_\_\_  
25 Municipal Clerk  
26

**MUNICIPALITY OF ANCHORAGE**  
**Summary of Economic Effects -- General Government**

AO Number: 2009- 101

Title: **AN ORDINANCE AMENDING, REPEALING AND RE-ENACTING  
SECTIONS OF ANCHORAGE MUNICIPAL CODE CHAPTER 3.20  
RELATING TO ORGANIZATION OF THE EXECUTIVE BRANCH.**

Sponsor: **MAYOR**  
Preparing Agency: Department of Law  
Others Impacted:

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**CHANGES IN EXPENDITURES AND REVENUES:** (In Thousands of Dollars)

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	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>
<b>Operating Expenditures</b>					
1000 Personal Services					
2000 Non-Labor					
3900 Contributions					
4000 Debt Service					
<b>TOTAL DIRECT COSTS:</b>	<u>\$ - 0</u>	<u>\$ - 0</u>	<u>\$ - 0</u>	<u>\$ - 0</u>	<u>\$ -</u>
Add: 6000 Charges from Others					
Less: 7000 Charges to Others					
<b>FUNCTION COST:</b>	<u>\$ - 0</u>	<u>\$ - 0</u>	<u>\$ - 0</u>	<u>\$ - 0</u>	<u>\$ -</u>
<hr/> <b>REVENUES:</b>					
<hr/> <b>CAPITAL:</b>					
<hr/> <b>POSITIONS: FT/PT and Temp</b>					
<hr/> <b>PUBLIC SECTOR ECONOMIC EFFECTS:</b>					
None.					

**PRIVATE SECTOR ECONOMIC EFFECTS:**

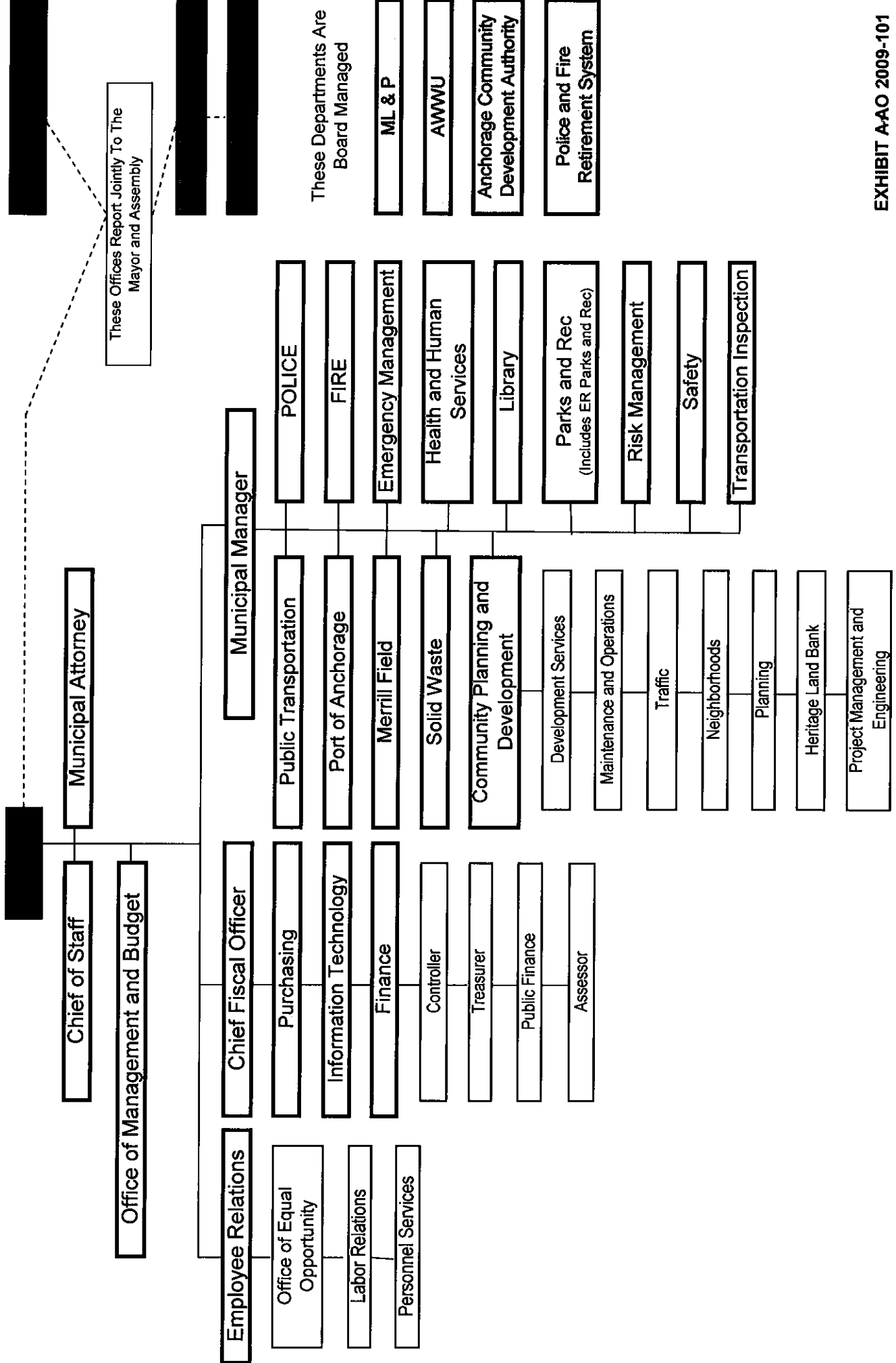
None.

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Prepared by: Larry Crawford, Chief of Staff

Telephone: 343-7101

# July 2009 Executive Branch Organization





**MUNICIPALITY OF ANCHORAGE  
ASSEMBLY MEMORANDUM**

No. AM 459-2009

**Meeting Date:** August 11, 2009

1 **From:** MAYOR

2  
3 **Subject:** AN ORDINANCE AMENDING, REPEALING AND RE-ENACTING  
4 SECTIONS OF ANCHORAGE MUNICIPAL CODE CHAPTER 3.20  
5 RELATING TO ORGANIZATION OF THE EXECUTIVE BRANCH.  
6

7 This ordinance is the Administration's 2009 Executive Organization for Assembly  
8 approval. The amendments to chapter 3.20 establish organizational responsibilities,  
9 provide the basis for identifying 2009 expenditure reductions, and represents the  
10 template for preparation of the 2010 budget.  
11

12 The ordinance realigns existing departments to better reflect the priorities of this  
13 Administration. The new organization:

- 14 • Provides more direct focus on planning and development
- 15 • Elevates the importance of the employee relations function
- 16 • Recognizes the importance of the budget functions, especially with the current  
17 fiscal situation
- 18 • Moves the Office of Equal Opportunity (OEO) within the Employee Relations  
19 (ER) to more closely align its responsibilities with the ER functions and to provide  
20 more administrative support to OEO. Historically, OEO was previously included  
21 within ER, and it has proven to be an effective organizational assignment
- 22 • Consolidates the operating departments under a single management structure
- 23
- 24

25 This ordinance has no associated increase in costs.  
26

27 **THE ADMINISTRATION RECOMMENDS APPROVAL OF AN ORDINANCE**  
28 **AMENDING, REPEALING AND RE-ENACTING SECTIONS OF ANCHORAGE**  
29 **MUNICIPAL CODE CHAPTER 3.20 RELATING TO ORGANIZATION OF THE**  
30 **EXECUTIVE BRANCH.**

31  
32 Prepared by: Larry Crawford, Chief of Staff  
33 Concur: Nancy Usera, Executive Director, Employee Relations  
34 Concur: Dennis A. Wheeler, Municipal Attorney  
35 Concur: George Vakalis, Municipal Manager  
36 Respectfully submitted, Daniel A. Sullivan, Mayor

**Content ID:** 008030

**Type:** Ordinance - AO

**Title:** AN ORDINANCE AMENDING, REPEALING AND RE-ENACTING SECTIONS OF ANCHORAGE MUNICIPAL CODE CHAPTER 3.20 RELATING TO ORGANIZATION OF THE EXECUTIVE BRANCH.

**Author:** maglaquijp

**Initiating Dept:** Legal

**Description:** AN ORDINANCE AMENDING, REPEALING AND RE-ENACTING SECTIONS OF ANCHORAGE MUNICIPAL CODE CHAPTER 3.20 RELATING TO ORGANIZATION OF THE EXECUTIVE BRANCH.

**Keywords:** Mayor, executive branch, reorganization

**Date Prepared:** 8/4/09 1:06 PM

**Director Name:** Dennis A. Wheeler

**Assembly Meeting Date:** 8/11/09

**Public Hearing Date:** 8/25/09

<u>Workflow Name</u>	<u>Action Date</u>	<u>Action</u>	<u>User</u>	<u>Security Group</u>	<u>Content ID</u>
Clerk_Admin_SubWorkflow	8/7/09 8:55 AM	Exit	Joy Maglaqui	Public	008030
MuniMgrCoord_SubWorkflow	8/7/09 8:55 AM	Approve	Joy Maglaqui	Public	008030
MuniManager_SubWorkflow	8/7/09 8:53 AM	Approve	Joy Maglaqui	Public	008030
MuniManager_SubWorkflow	8/7/09 8:49 AM	Checkin	Joy Maglaqui	Public	008030
Finance_SubWorkflow	8/6/09 12:25 PM	Approve	Cheryl Frasca	Public	008030
OMB_SubWorkflow	8/6/09 11:58 AM	Approve	Cheryl Frasca	Public	008030
Legal_SubWorkflow	8/4/09 1:20 PM	Approve	Rhonda Westover	Public	008030
AllOrdinanceWorkflow	8/4/09 1:19 PM	Checkin	Rhonda Westover	Public	008030
Legal_SubWorkflow	8/4/09 1:14 PM	Reject	Rhonda Westover	Public	008030
AllOrdinanceWorkflow	8/4/09 1:12 PM	Checkin	Rhonda Westover	Public	008030



CONSENT AGENDA - INTRODUCTION