

City  
Attorney  
Program  
Summary

**Appropriation Summary**

	FY 2002-03 Actual	FY 2003-04 Amended	FY 2004-05 Proposed	FY 2004-05 Adopted	% Change
Expenditures	\$ 1,246,574	2,062,966	1,426,682	1,418,677	31.23%
FTE	11	12	12	11	(8.00)%

**Department Mission**

The Law Department's mission is to provide the City Council, City Manager, School Board, School Superintendent, all of their departments, boards, commissions, and agencies the highest quality legal advice and representation. Through the development and use of efficient, effective, and creative legal strategies, the Department works to facilitate achievement of City Council and School Board goals.

**Department Budget in Brief**

Due to the elimination of one vacant position, the Law Department shows a reduction in salaries; moreover for litigation expenses, a contractual service increase has been adopted. In FY 2005, a \$4,000 capital outlay for an office improvement has been adopted.

**Department Operational Summary**

- Advises the City Council and the School Board on all legal matters.
- Drafts Council ordinances and resolutions.
- Serves as legal advisor to City and School Board staffs and to City boards and commissions.
- Represents the City and the School Board in civil litigation, prosecutes City Code violations, collects City and School Board debts, reviews Freedom of Information requests, reviews contracts, and prepares legal documents necessary for the conduct of public business.

**Departmental Trends**

The trend most impacting the Law Department is the increased complexity of litigation for housing, employment, and other general liability claims. This litigation, because of its intricacies and conflicts between the legal positions of the City and individual defendants, continue to require outside legal counsel retention.

City  
Attorney  
Resource  
Summary

	FY 2002-03 Actual	FY 2003-04 Amended	FY 2004-05 Proposed	FY 2004-05 Adopted
<i>Expenditures</i>				
Salaries	\$ 613,474	728,080	704,570	704,570
Benefits	113,889	149,806	179,030	171,025
Contractual Services	469,736	1,131,626	482,426	482,426
Materials and Supplies	8,942	11,100	10,300	10,300
Other Operating Expenses	22,032	13,300	13,300	13,300
Internal Service Charges and Expenses	18,501	29,054	33,056	33,056
Capital Outlay	-	-	4,000	4,000
Total Expenditures	\$ 1,246,574	2,062,966	1,426,682	1,418,677

*Personnel Summary*

Senior Deputy City Attorney	1	1	1	1
Deputy City Attorney	1	1	1	1
Assist. City Attorney III	3	4	4	4
City Attorney Coordinator	1	1	1	-
Legal Assistant	1	1	1	1
Paralegal	1	1	1	1
Legal Secretary	2	2	2	2
City Attorney	1	1	1	1
Total Positions	11	12	12	11