

# LAW DEPARTMENT

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## **Mission Statement**

The purpose of the Law Department is to manage the legal affairs of the City by providing legal advice/assistance to the officers, departments, boards, commissions, and other agencies of the City to comply with all City, state and federal regulations. The Law Department drafts ordinances and other legal documents for the City and its various departments. This department prosecutes violators of City ordinances and supervises and directs all litigation in which the City has an interest. Additionally, the Law Department provides labor relations services in connection with collective bargaining matters for Civil City and City Utilities.

## **Goals and Objectives**

To provide efficient, cost effective and timely legal services through an appropriate mix of full-time attorneys and outside counsel. The department will be active in early decision making situations to limit or reduce the potential for avoidable or unnecessary litigation. The law department will apply a business-like risk analysis to pending or threatened litigation.

LAW  
 Dept # 0009  
 2012 BUDGET COMPARISON

	2010 ACTUAL	2011 ACTUAL THRU 30-Jun-2011	2011 REVISED BUDGET	2012 SUBMITTED	\$ INCREASE (DECREASE) FROM 2011 REVISED	% CHANGE FROM 2011 REV TO 2012
5111 TOTAL WAGES	248,443		275,895	279,248	3,353	1.22%
5131 PERF - EMPLOYERS SHARE	19,254		23,451	27,925	4,474	
5132 FICA	18,314		21,106	21,362	256	
5134 LIFE MEDICAL & HEALTH INSURAN	39,600		40,800	47,200	6,400	
5136 UNEMPLOYMENT COMPENSATION	273		276	279	3	
5137 WORKERS COMP INSURANCE	316		327	253	(74)	
513A PERF - EMPLOYEES/PD BY CITY	7,453		8,277	8,377	100	
513R RETIREES HEALTH INSURANCE	19,800		20,400	23,600	3,200	
<b>Total 5100</b>	<b>\$353,454</b>	<b>\$196,826</b>	<b>\$390,532</b>	<b>\$408,244</b>	<b>\$17,712</b>	<b>4.54%</b>
5212 STATIONERY & PRINTED FORMS	23		230	230	-	
5213 COMPUTER SUPPLIES	-		150	150	-	
5219 OTHER OFFICE SUPPLIES	1,267		896	895	(1)	
5231 GASOLINE	-		-	24	24	
5263 OTHER EQUIPMENT REPAIR PARTS	422		200	200	-	
5299 OTHER MATERIALS & SUPPLIES	20		100	100	-	
<b>Total 5200</b>	<b>\$1,733</b>	<b>\$981</b>	<b>\$1,576</b>	<b>\$1,599</b>	<b>\$23</b>	<b>1.46%</b>
5311 LEGAL SERVICES	84,251		89,840	89,840	-	
531K SEMINAR FEES	1,480		2,055	2,055	-	
5322 POSTAGE	4,085		2,980	2,980	-	
5323 TELEPHONE & TELEGRAPH	907		960	-	(960)	
5324 TRAVEL EXPENSES	1,360		1,560	1,560	-	
5326 MILEAGE	523		975	975	-	
532C CELL PHONE	564		-	624	624	
532L LONG DISTANCE CHARGES	79		60	-	(60)	
5342 LIABILITY INSURANCE	1,070		855	1,195	340	
5363 CONTRACTED OTHER EQUIPMT REPAI	-		300	300	-	
5369 CONTRACTED SERVICE	1,597		3,120	1,560	(1,560)	
5374 OTHER EQUIPMENT RENTAL	464		3,951	2,796	(1,155)	
5377 CC BUILDING PARKING	177		-	-	-	
5391 SUBSCRIPTIONS AND DUES	5,158		7,842	7,272	(570)	
5399 OTHER SERVICES AND CHARGES	155		300	300	-	
<b>Total 5300</b>	<b>\$101,870</b>	<b>\$36,102</b>	<b>\$114,798</b>	<b>\$111,457</b>	<b>(\$3,341)</b>	<b>- 2.91%</b>
<b>Total 5400</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	
<b>Total</b>	<b>\$457,057</b>	<b>\$233,910</b>	<b>\$506,906</b>	<b>\$521,300</b>	<b>\$14,394</b>	<b>2.84%</b>