

# 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 of the City and for 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 between the 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  
 2010 BUDGET COMPARISON

	2008 ACTUAL	2009 ACTUAL THRU 30-Jun-2009	2009 REVISED BUDGET	2010 SUBMITTED	\$ INCREASE (DECREASE) FROM 2009 APPR	% CHANGE FROM 2009 APPR TO 2010
5111 TOTAL WAGES	214,646		269,989	274,039	4,050	1.50%
5131 PERF - EMPLOYERS SHARE	15,025		19,574	19,868	294	
5132 FICA	15,986		20,654	20,964	310	
5134 LIFE MEDICAL & HEALTH INSURAN	36,000		36,000	39,600	3,600	
5136 UNEMPLOYMENT COMPENSATION	255		270	274	4	
5137 WORKERS COMP INSURANCE	259		216	316	100	
513A PERF - EMPLOYEES/PD BY CITY	6,439		8,100	8,221	121	
513R RETIREES HEALTH INSURANCE	18,000		18,000	19,800	1,800	
<b>Total 5100</b>	<b>\$306,611</b>	<b>\$185,417</b>	<b>\$372,803</b>	<b>\$383,082</b>	<b>\$10,279</b>	<b>2.76%</b>
5212 STATIONERY & PRINTED FORMS	40		230	230	-	
5213 COMPUTER SUPPLIES	-		150	150	-	
5219 OTHER OFFICE SUPPLIES	1,536		1,500	896	(604)	
5263 OTHER EQUIPMENT REPAIR PARTS	-		200	200	-	
5299 OTHER MATERIALS & SUPPLIES	-		100	100	-	
<b>Total 5200</b>	<b>\$1,576</b>	<b>\$1,078</b>	<b>\$2,180</b>	<b>\$1,576</b>	<b>(\$604)</b>	<b>- 27.71%</b>
5311 LEGAL SERVICES	92,295		100,000	89,840	(10,160)	
531K SEMINAR FEES	1,150		2,500	2,055	(445)	
5322 POSTAGE	3,412		4,000	2,980	(1,020)	
5323 TELEPHONE & TELEGRAPH	969		960	960	-	
5324 TRAVEL EXPENSES	969		4,500	1,560	(2,940)	
5326 MILEAGE	585		800	975	175	
532L LONG DISTANCE CHARGES	61		120	60	(60)	
5342 LIABILITY INSURANCE	243		225	1,070	845	
5363 CONTRACTED OTHER EQUIPMT REPAI	170		600	300	(300)	
5369 CONTRACTED SERVICE	4,136		3,600	3,000	(600)	
5374 OTHER EQUIPMENT RENTAL	1,373		1,500	879	(621)	
5391 SUBSCRIPTIONS AND DUES	4,522		6,820	7,242	422	
5399 OTHER SERVICES AND CHARGES	267		300	300	-	
<b>Total 5300</b>	<b>\$110,151</b>	<b>\$40,744</b>	<b>\$125,925</b>	<b>\$111,221</b>	<b>(\$14,704)</b>	<b>- 11.68%</b>
<b>Total 5400</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	
<b>Total</b>	<b>\$418,338</b>	<b>\$227,239</b>	<b>\$500,908</b>	<b>\$495,879</b>	<b>(\$5,029)</b>	<b>- 1.00%</b>

## Law 2010-2014 Capital Improvement Program

<u>FUNDING SOURCE CODE:</u>	GRP-Grant Pending	PT-Property Tax
CC-Cumulative Capital Fund	LE-Lease	RB-Revenue Bond
CDBG-Community Development Block Grant	InfraBd-Infrastructure Bond	ST-State Source
CEDIT-Co. Economic Development Income Tax	LRS-Local Roads & Streets	SU-Sewer Utility
CO-County Source	MISC-Miscellaneous	SWU-Stormwater Utility
FED-Federal Source	MVH-Motor Vehicle Highway	TIF-Tax Increment Financing
GOB-General Obligation Bond	PCBF-Park Cumulative Bldg. Fund	UF-User Fee
GRA-Grant Approved	PS-Private Source	WU-Water Utility

Item #	Project Title & Description	Funding Source	Expenditure				
			2010	2011	2012	2013	2014
1	Office Equipment	PT	-	-	-	-	-
<b>TOTAL</b>			-	-	-	-	-