

LAW DEPARTMENT

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
 2013 BUDGET COMPARISON

	2011 ACTUAL	2012 ACTUAL THRU 30-Jun-2012	2012 REVISED BUDGET	2013 SUBMITTED	\$ INCREASE (DECREASE) FROM 2012 REVISED	% CHANGE FROM 2012 REV TO 2013
5111 TOTAL WAGES	279,248		279,248	284,833	5,585	2.00%
5131 PERF - EMPLOYERS SHARE	23,736		27,925	28,483	558	
5132 FICA	20,277		21,362	21,790	428	
5134 LIFE MEDICAL & HEALTH INSURAN	40,800		47,200	47,200	-	
5136 UNEMPLOYMENT COMPENSATION	276		279	285	6	
5137 WORKERS COMP INSURANCE	327		253	218	(35)	
513A PERF - EMPLOYEES/PD BY CITY	8,377		8,377	8,545	168	
513R RETIREES HEALTH INSURANCE	20,400		23,600	23,600	-	
Total 5100	\$393,441	\$203,710	\$408,244	\$414,954	\$6,710	1.64%
5212 STATIONERY & PRINTED FORMS	81		230	230	-	
5213 COMPUTER SUPPLIES	89		239	150	(89)	
5219 OTHER OFFICE SUPPLIES	1,158		895	895	-	
5231 GASOLINE	32		24	13	(11)	
5263 OTHER EQUIPMENT REPAIR PARTS	-		200	200	-	
5299 OTHER MATERIALS & SUPPLIES	-		100	700	600	
Total 5200	\$1,360	\$714	\$1,688	\$2,188	\$500	29.65%
5311 LEGAL SERVICES	79,416		89,840	89,240	(600)	
531K SEMINAR FEES	1,298		2,055	2,055	-	
5322 POSTAGE	1,612		2,980	2,980	-	
5323 TELEPHONE & TELEGRAPH	144		-	-	-	
5324 TRAVEL EXPENSES	1,077		1,560	1,560	-	
5326 MILEAGE	253		975	975	-	
532C CELL PHONE	625		624	624	-	
532L LONG DISTANCE CHARGES	46		-	-	-	
5342 LIABILITY INSURANCE	855		1,195	907	(288)	
5363 CONTRACTED OTHER EQUIPMT REPAI	-		300	300	-	
5369 CONTRACTED SERVICE	1,987		1,560	1,560	-	
5374 OTHER EQUIPMENT RENTAL	2,069		2,796	2,796	-	
5377 CC BUILDING PARKING	1,195		-	-	-	
5391 SUBSCRIPTIONS AND DUES	6,403		7,272	7,272	-	
5399 OTHER SERVICES AND CHARGES	58		300	300	-	
Total 5300	\$97,038	\$33,457	\$111,457	\$110,569	(\$888)	- 0.80%
Total 5400	\$-	\$-	\$-	\$-	\$-	
Total	\$491,839	\$237,880	\$521,389	\$527,711	\$6,322	1.21%