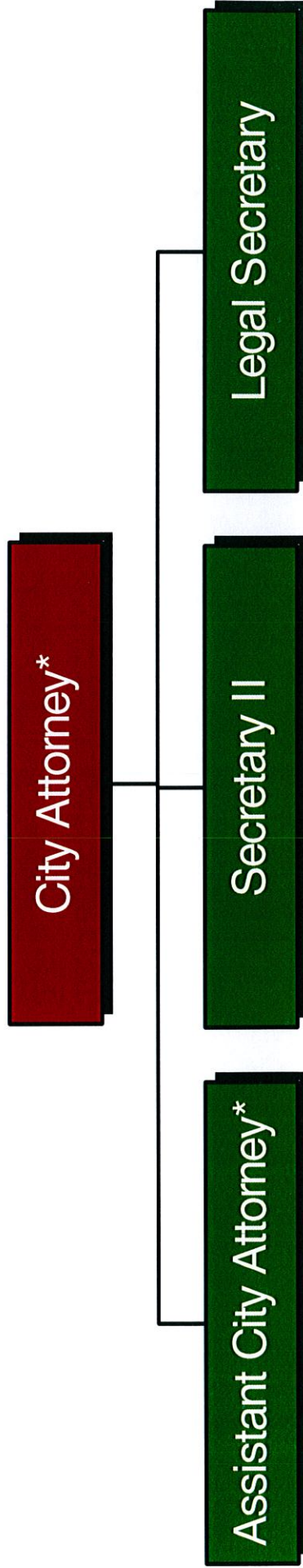


# CITY ATTORNEY FY10/11



\*The City Attorney functions were contracted to a private law firm during Fiscal Year 2008

## City Attorney

### Mission

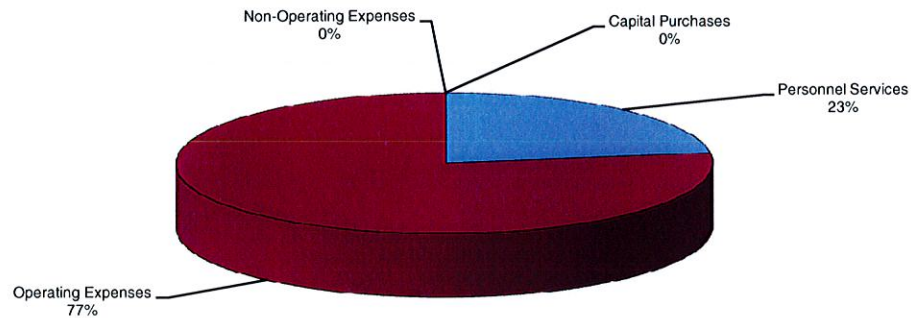
The City Attorney's Office provides effective and timely legal representation and advice to the Mayor and Commission and City Staff.

### Description of Programs

The City Attorney's Office serves as the principal legal counsel to City officials and staff and performs the following functions: provides legal counsel to City Commission, City Manager and all departments; reviews and drafts contracts, leases, ordinances and resolutions; handles real estate transactions; assists in the preparation of agenda backup documents; renders ethics opinions; interacts with consultants, other governmental entities, private enterprise and local citizens; interprets laws and ordinances; prosecutes municipal code violations; represents the City in civil matters, including confiscation forfeiture actions and special assessment foreclosures; serves as liaison to outside special legal counsel; handles small claims for and against the City; and conducts all administrative functions of a City department.

### Financial Summary--Program Expenditures

	Actual FY 2009	Amended FY 2010	Adopted FY 2011	\$ Change	% Change
Personnel Services	\$243,545	\$136,674	\$145,151	8,477	6.2%
Operating Expenses	446,607	473,899	488,170	14,271	3.0%
Non-Operating Expenses	0	0	0	0	N/A
Capital Purchases	0	0	0	0	N/A
<b>TOTALS</b>	<b>\$690,152</b>	<b>\$610,573</b>	<b>\$633,321</b>	<b>\$22,748</b>	<b>3.7%</b>



### Position Summary

Position Title	Amended FY 2008/2009	Amended FY 2009/2010	Adopted FY 2010/2011
Real Estate Director <sup>2</sup>	1	0	0
Legal Secretary	1	1	1
Secretary II	1	1	1
<b>Total Positions</b>	<b>3</b>	<b>2</b>	<b>2</b>

<sup>1</sup>The function of City Attorney's Office was privatized in FY 2007/2008

<sup>2</sup>Position transferred to the Community Development Department for FY 09/10

	ACTUAL FY 2008-2009	AMENDED FY 2009-2010	ADOPTED FY 2010-2011
<b>CITY ATTORNEY</b>			
<b>PERSONNEL SERVICES</b>			
1401-514.12-01 Salaries	\$173,861	\$81,088	\$88,448
1401-514.14-01 Time and a Half Overtime	0	100	100
1401-514.14-02 Straight-Time Overtime	27	400	400
1401-514.21-01 SS and Medicare Matching	12,653	6,605	6,805
1401-514.22-01 Pension-General	26,764	25,083	25,089
1401-514.23-01 Health Insurance	28,690	22,907	24,012
1401-514.24-00 Workers' Compensation	1,550	491	297
<b>REQUESTED APPROPRIATION</b>	<b>\$243,545</b>	<b>\$136,674</b>	<b>\$145,151</b>
<b>OPERATING EXPENSES</b>			
1401-514.31-14 Court Costs	\$0	\$250	\$250
1401-514.31-15 Legal Contract	432,000	449,280	467,251
1401-514.31-30 Professional Services	0	100	100
1401-514.34-02 Records Retention	646	500	500
1401-514.34-04 Temporary Services	0	5,100	100
1401-514.40-02 Local Mileage	0	100	100
1401-514.41-01 Telephone	3,800	5,400	5,400
1401-514.41-05 Data Line	876	2,882	2,906
1401-514.44-09 Rentals-Other	0	123	123
1401-514.46-11 Maint Office Equipment	181	400	400
1401-514.47-01 Printing and Binding	86	600	600
1401-514.47-02 Photocopying Costs	2,462	2,800	2,800
1401-514.51-01 Office Supplies	2,724	3,200	3,200
1401-514.52-90 Other Supplies & Expenses	2,116	1,624	2,900
1401-514.54-02 Tuition & Training	12	540	540
1401-514.54-05 Law Library- Subscriptions	1,704	1,000	1,000
<b>REQUESTED APPROPRIATION</b>	<b>\$446,607</b>	<b>\$473,899</b>	<b>\$488,170</b>
<b>TOTAL REQUESTED APPROPRIATION</b>			
	<b>\$690,152</b>	<b>\$610,573</b>	<b>\$633,321</b>