

<i>Function:</i> General Government	<i>Department:</i> Legislative and Council
<i>Activity:</i> Legal Services	

GENERAL INFORMATION

The City Attorney is retained by the City on a part-time basis and paid on an hourly basis. The City's previous long-serving City Attorney retired at the end of October, 2010. After soliciting proposals from interested attorneys, Matt Brick of the Brick Gentry Law Firm was selected to serve as the new City Attorney at a rate of \$150 per hour. The part-time City Attorney is available to the City Administrator and City staff on an "as needed" basis for legal assistance. With the change in City Attorneys, the City's prosecution function was separated from the City Attorney function. Jennifer Lerner was selected to serve as the City Prosecutor at a rate of \$85 per hour.

CURRENT TRENDS AND ISSUES

The revised estimate for 2012/2013 is \$10,000 less than the original budget. The original 2012/2013 budget included \$10,000 for updating the Zoning ordinance portion of the City Code. This update was originally planned for 2012/2013, but has now been deferred to 2013/2014 after the completion of the City's new Comprehensive Plan.

The 2013/2014 budget is the same as the original 2012/2013 budget and includes the allocation of \$10,000 for the update of the Zoning ordinance portion of the City Code. This budget is based on an estimate of the hours of legal services needed during the year. Legal services for capital projects and enterprise funds are charged to those projects or funds.

GOAL STATEMENT

To provide legal services to the Mayor, City Council, City staff, and Advisory Commissions and Boards to insure that all functions of the City are performed on a legal basis in accordance with the City Code, State Statutes, and Federal laws and regulations; to prosecute City Ordinance violations and defend the City when involved in lawsuits.

PERFORMANCE MEASURES

	Actual 2009/2010	Actual 2010/2011**	Actual 2011/2012	Estimated 2012/2013	Estimated 2013/2014
Hours of Legal Service Provided:					
City Attorney (previous including prosecutions) *	385	106	N/A	N/A	N/A
New City Attorney (excluding prosecutions) *	N/A	613	388	675	600
City Prosecutor	N/A	106	269	225	225

* City Attorney hours include those charged to capital projects and enterprise funds.

** The previous City Attorney retired at the end of October, 2010 and was replaced with a new City Attorney and City Prosecutor.

OBJECTIVES TO BE ACCOMPLISHED IN 2013/2014

- * To continue to respond to requests for assistance in legal matters by the Mayor, City Council, and City Administrator (all legal services requests are made through the City Administrator).
- * To complete a comprehensive update to the City Code with City Council review scheduled to begin in late spring or summer 2013. The Zoning Ordinance review and update will follow completion of the City's comprehensive plan (later half of 2013). **(Management Agenda Top Priority)**

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	Actual 2010/2011	Actual 2011/2012	Budget 2012/2013	Revised Estimate 2012/2013	Budget 2013/2014	Percent Change
Expenditure Summary						
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Commodities	-	-	100	-	-	-100.00%
Contractual Services	49,293	79,260	70,500	60,600	70,600	0.14%
Capital Outlay	-	-	-	-	-	
Transfers	—	—	—	—	—	
Total Expenditures	\$ 49,293	\$ 79,260	\$ 70,600	\$ 60,600	\$ 70,600	0.00%
Funding Sources						
General Revenues	<u>\$ 49,293</u>	<u>\$ 79,260</u>	<u>\$ 70,600</u>	<u>\$ 60,600</u>	<u>\$ 70,600</u>	<u>0.00%</u>