

**Mission**

*The mission of the City Attorney's Office is to provide timely, cost-efficient, quality services and advice to support the City Commission, the City Manager, and the City departments, boards and agencies in fulfilling their missions and goals; and to advance, advocate and safeguard the interests of the City within the bounds of the law.*

**Program Description**

The City Attorney's Office provides timely, cost-efficient, quality services and advice to support the City Commission, the City Manager, and all city departments, boards and agencies in fulfilling their missions and goals; and to advance, advocate and safeguard the interests of the city within the bounds of the law.

- ❖ **Litigation** - Handles the defense of lawsuits against the City and the prosecution of city lawsuits against others. Also included in this function are matters involving land use/zoning, code violations, employee issues and civil forfeitures.
- ❖ **Transactional** - Assist departments in drafting or reviewing agreements and contracts, real estate transactions, and purchasing issues and procedures.
- ❖ **Legislation** - Drafts or assists city staff in drafting ordinances and resolutions and performs any research associated therewith.
- ❖ **Legal Advice** - Advises city staff on all legal issues including city code and state statute interpretation, employee matters, police advice and training, and general legal questions.

<b>Program Summary</b>							
	<i>Actual</i>	<i>Actual</i>		<i>Budget</i>		<i>Budget</i>	
	<i>2000/01</i>	<i>2001/02</i>	<i>%</i>	<i>2002/03</i>	<i>%</i>	<i>2003/04</i>	<i>%</i>
Personnel	746,379	808,741	8.4%	858,250	6.1%	<b>895,840</b>	<b>4.4%</b>
Operating	112,591	342,433	204.1%	358,070	4.6%	<b>374,070</b>	<b>4.5%</b>
Internal Services	91,111	105,803	16.1%	118,530	12.0%	<b>112,820</b>	<b>-4.8%</b>
Capital	<u>20,223</u>	<u>16,804</u>	<u>-16.9%</u>	<u>20,000</u>	<u>19.0%</u>	<u><b>20,000</b></u>	<u><b>0.0%</b></u>
<b>Total</b>	<b>970,304</b>	<b>1,273,781</b>	<b>31.3%</b>	<b>1,354,850</b>	<b>6.4%</b>	<b>1,402,730</b>	<b>3.5%</b>
Department Full-Time Equivalent Positions	11.5	11.5		11.5		11.7	

## Program Highlights

- ❖ The City Attorney's Office is supported by 11.7 full-time equivalent positions, **(an increase of 0.2 FTE), resulting in the conversion of a part-time attorney to a full-time position.**
- ❖ Outside professional services in the amount of \$275,000 is budgeted in the City Attorney's Office at the same level of funding as the 2002/03 budget. This includes funding for the support of outside counsel, expert witnesses, legal research, and court reporter services.
- ❖ There have been no significant changes in the City Attorney's Office in this fiscal year. The City Attorney's Office 2003/04 budget reflects a net increase of 3.5% from the previous year's budget.