

Function

Administered by the Legal Services Department this division provides legal services to the City Commission and City Staff, assists departments in preparing new ordinances or changes to existing ones, represents the City in civil litigation, and prosecutes misdemeanor violations in Municipal Court.

When necessary, additional outside counsel is retained to either assist the City Attorney or represent the City in matters requiring expertise in specialized areas. The Legal Services division budget includes the costs associated with providing legal services and retaining outside counsel.

The Legal Services organizational chart is in the Organization Section – Legal Department.

Budget Highlights

<i>City Attorney</i> Legal Department	FY 2005	FY 2006		FY 2007	
	Actual	Original	Amended	Projected	Adopted
Personal Services	228,666	289,201	289,201	289,201	353,515
Supplies & Materials	1,967	2,100	10,500	11,590	5,450
Purchased Services	10,737	11,950	25,550	32,201	15,160
Other Costs	473	480	480	1,090	500
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	30,009	31,927	31,927	31,927	45,943
Subtotal Operating Expenses	271,852	335,658	357,658	366,009	420,568
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total City Attorney	271,852	335,658	357,658	366,009	420,568

<i>Legal Services</i> Legal Department	FY 2005	FY 2006		FY 2007	
	Actual	Original	Amended	Projected	Adopted
Personal Services	0	0	0	0	0
Supplies & Materials	0	0	0	0	0
Purchased Services	12,632	15,000	15,000	15,000	5,000
Other Costs	3	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	1,245	612	612	612	338
Subtotal Operating Expenses	13,880	15,612	15,612	15,612	5,338
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Legal Services	13,880	15,612	15,612	15,612	5,338

Goals and Objectives

Major Accomplishments - In the Past Year

- Advised the City Commission, City Manager, department heads, and employees on various legal matters.
- Helped prepare new zoning and land development codes for the City.

Priority Goals and Objectives - For the Upcoming Year

- Vigorous prosecution of misdemeanor charges in Municipal Court and civil litigation.
- Legal review of all procedures, processes, and documents by other departments to ensure compliance with all laws and statutes.