

Law

Criminal

Civil

Management
Services

DEPARTMENT SUMMARY

PROGRAM General Government	DEPARTMENT Law	DEPARTMENT NO. 30
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Program Goal

The Law Department provides effective legal services to the Mayor and City Council, city manager, departments and advisory boards; interprets and enforces city, state and federal laws as they pertain to city services and activities; and effectively administers and prosecutes criminal cases filed in Phoenix Municipal Court using the prosecutorial function and discretion in a fair, impartial and efficient manner.

EXPENDITURES BY CHARACTER

CHARACTER	2007-08 ACTUAL EXPENDITURES	2008-09 ESTIMATED EXPENDITURES	2009-10 COUNCIL ALLOWANCE	PERCENT CHANGE FROM 2008-09 ESTIMATE
PERSONAL SERVICES	\$ 26,314,116	\$ 25,635,818	\$ 26,890,202	4.9%
CONTRACTUAL SERVICES	1,132,611	1,322,695	2,372,583	79.4%
INTERDEPARTMENTAL CHARGES AND CREDITS	(6,301,424)	(5,633,189)	(5,631,517)	-0.0%
SUPPLIES	291,165	282,895	283,618	0.3%
EQUIPMENT AND MINOR IMPROVEMENTS	99,194	-	44,552	+ 100.0%
DEBT SERVICE PAYMENTS	-	-	-	-
MISCELLANEOUS TRANSFERS	655,346	-	-	-
TOTAL	\$ 22,191,008	\$ 21,608,219	\$ 23,959,438	10.9%

AUTHORIZED POSITIONS

FULL-TIME POSITIONS	249.0	221.0	221.0	-
PART-TIME POSITIONS (FTE)	1.0	1.0	1.0	-
TOTAL	250.0	222.0	222.0	-

SOURCE OF FUNDS

General Funds	\$ 21,323,396	\$ 20,631,830	\$ 21,294,308	3.2%
Court Award Funds	217,348	241,562	252,710	4.6%
Federal and State Grant Funds	563,776	646,787	2,344,880	+ 100.0%
Federal Transit Authority Grant	-	500	-	-100.0%
Other Restricted Funds	86,488	87,540	67,540	-22.8%
TOTAL	\$ 22,191,008	\$ 21,608,219	\$ 23,959,438	10.9%

2009-2010 OPERATING BUDGET

DEPARTMENT DETAIL

PROGRAM General Government	DEPARTMENT Law		DEPARTMENT NO. 30
ORGANIZATION DETAIL	2007-2008 ACTUAL EXPENDITURES	2008-2009 ESTIMATED EXPENDITURES	2009-2010 COUNCIL ALLOWANCE
Civil	\$ 9,094,725	\$ 8,361,795	\$ 8,461,846
Criminal	17,283,984	16,877,465	19,146,246
Management Services	2,113,723	2,002,148	1,982,863
Inter-Departmental Charges	(6,301,424)	(5,633,189)	(5,631,517)
Total	\$ 22,191,008	\$ 21,608,219	\$ 23,959,438

CITY OF PHOENIX, ARIZONA

2009-2010 OPERATING BUDGET

PROGRAM CHANGES

PROGRAM General Government	DEPARTMENT Law				DEPARTMENT NO. 30
DESCRIPTION	2008-09		2009-10		ADDITIONAL 2010-11 COSTS
	POSITIONS	AMOUNT	POSITIONS	AMOUNT	
Suspend two City Assistant Attorney II positions assigned to the U.S. Attorney's Office.	(2.0)	(\$65,000)	-	(\$196,000)	
Suspend one Legal Secretary U8 responsible for providing clerical support to Civil Division attorneys.	(1.0)	(19,000)	-	(58,000)	
Suspend an Assistant City Attorney III from the Environmental Courtroom.	(1.0)	(43,000)	-	(131,000)	
Suspend two Assistant City Attorney II's, two Legal Clerk II's and a Legal Assistant assigned to the Trial Bureau.	(5.0)	(115,000)	-	(347,000)	
Suspend one Legal Clerk III and three Legal Clerk II's responsible for clerical support to both the Charging and Trial Bureaus.	(4.0)	(63,000)	-	(197,000)	
Suspend two Legal Secretary U8 positions responsible for providing clerical support.	(2.0)	(38,000)	-	(116,000)	
Suspend a Caseworker II assigned to the Domestic Violence Unit.	(1.0)	(20,000)	-	(61,000)	
Reduce funding for outside legal services, other commodities and education materials.	-	(95,000)	-	(81,000)	
Suspend two Assistant City Attorney IV's responsible for reviewing RFP (Request for Proposal) and RFQ (Request for Qualifications) documents and other legal briefs.	(2.0)	(94,000)	-	(286,000)	
Suspend one Assistant City Attorney IV responsible for supervising the Charging Bureau, scheduling the daily master calendar, and serving as a senior resource to the City Prosecutor on legal policies and procedures.	(1.0)	(47,000)	-	(143,000)	
Suspend one Legal Clerk II position assigned to the Charging Bureau.	(1.0)	(15,000)	-	(47,000)	

CITY OF PHOENIX, ARIZONA

2009-2010 OPERATING BUDGET

PROGRAM CHANGES

PROGRAM	DEPARTMENT				DEPARTMENT NO.
General Government	Law - continued				30
DESCRIPTION	2008-09		2009-10		ADDITIONAL 2010-11 COSTS
	POSITIONS	AMOUNT	POSITIONS	AMOUNT	
Suspend one Deputy City Attorney assigned to the Appeals and Community Prosecution Bureaus.	(1.0)	(\$49,000)	-	(\$149,000)	
Suspend an Assistant City Attorney II assigned to the Appeals Bureau.	(1.0)	(32,000)	-	(98,000)	
Suspend an Information Technology Analyst Programmer responsible for CRIMES database maintenance.	(1.0)	(30,000)	-	(89,000)	
Suspend one Assistant City Attorney IV assigned to handle matters involving compliance with labor laws and other Federal mandates.	(1.0)	(47,000)	-	(143,000)	
Suspend one Legal Secretary U8 position responsible for processing invoices from external law firms.	(1.0)	(19,000)	-	(58,000)	
Suspend one Assistant City Attorney III and an Assistant City Attorney II assigned to the Domestic Violence Unit.	(2.0)	(75,000)	-	(229,000)	
Suspend one Legal Clerk I position assigned to the Records Center.	(1.0)	(14,000)	-	(43,000)	
Total	(28.0)	(\$880,000)	-	(\$2,472,000)	

CITY OF PHOENIX, ARIZONA

2009-2010 OPERATING BUDGET

POSITION SCHEDULE

PROGRAM General Government	DEPARTMENT Law	DEPARTMENT NO. 30
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ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE	PAY RANGE	2008-09			2009-10	
		AUTHORIZED POSITIONS	ADDITIONS/ REDUCTIONS	AUTHORIZED POSITIONS AS OF 6/30/09	ADDITIONS/ REDUCTIONS	AUTHORIZED POSITIONS
SUMMARY BY DIVISION						
Civil		61.0	(5.0)	56.0	-	56.0
Criminal		177.0	(22.0)	155.0	-	155.0
Management Services		12.0	(1.0)	11.0	-	11.0
Total Law		250.0	(28.0)	222.0	-	222.0

DETAIL BY DIVISION

Civil

Full Time

Chief Counsel	907	1.0	-	1.0	-	1.0
Asst Chief Counsel	845	6.0	-	6.0	-	6.0
Asst City Atty IV	844	27.0	(2.0)	25.0	-	25.0
Asst City Atty IV*Pros	844	1.0	(1.0)	-	-	-
Legal Secretary*U8	727	15.0	(2.0)	13.0	-	13.0
Legal Assistant*Administration	330	1.0	-	1.0	-	1.0
Legal Assistant	329	1.0	-	1.0	-	1.0
Court/Legal Clerk II	322	2.0	-	2.0	-	2.0
Secretary II	321	1.0	-	1.0	-	1.0
Natural Resources Historian	040	1.0	-	1.0	-	1.0
Senior User Technology Spec	037	1.0	-	1.0	-	1.0
Admin Asst I	030	1.0	-	1.0	-	1.0
Legal Secretary*Lead	028	3.0	-	3.0	-	3.0
Total Full Time		61.0	(5.0)	56.0	-	56.0
Total Civil		61.0	(5.0)	56.0	-	56.0

2009-2010 OPERATING BUDGET

POSITION SCHEDULE

PROGRAM		DEPARTMENT			DEPARTMENT NO.	
General Government		Law			30	
ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE	PAY RANGE	AUTHORIZED POSITIONS	2008-09		2009-10	
			ADDITIONS/ REDUCTIONS	AUTHORIZED POSITIONS AS OF 6/30/09	ADDITIONS/ REDUCTIONS	AUTHORIZED POSITIONS
Criminal						
<u>Full Time</u>						
City Prosecutor	907	1.0	-	1.0	-	1.0
Deputy City Pros *Chf Asst	905	1.0	-	1.0	-	1.0
Deputy City Prosecutor	845	5.0	(1.0)	4.0	-	4.0
Asst City Atty IV	844	1.0	-	1.0	-	1.0
Asst City Atty IV*Pros	844	6.0	(1.0)	5.0	-	5.0
Asst City Atty III	842	1.0	-	1.0	-	1.0
Asst City Atty III*Pros	842	22.0	(2.0)	20.0	-	20.0
Legal Secretary*U8	727	2.0	(1.0)	1.0	-	1.0
Legal Assistant	329	12.0	(1.0)	11.0	-	11.0
Legal Secretary	327	7.0	(1.0)	6.0	-	6.0
Admin Aide	326	1.0	-	1.0	-	1.0
Caseworker I	325	2.0	-	2.0	-	2.0
Court/Legal Clerk II	322	32.0	(6.0)	26.0	-	26.0
Secretary II	321	1.0	-	1.0	-	1.0
Court/Legal Clerk I	320	9.0	(1.0)	8.0	-	8.0
Asst City Atty II*Pros	039	35.0	(6.0)	29.0	-	29.0
Info Tech Analyst/Prg III	039	1.0	-	1.0	-	1.0
Admin Asst II	035	3.0	-	3.0	-	3.0
User Technology Specialist	035	1.0	-	1.0	-	1.0
Legal Assistant Supervisor	033	1.0	-	1.0	-	1.0
Admin Asst I	030	4.0	-	4.0	-	4.0
Legal Assistant*Lead-U7	030	1.0	-	1.0	-	1.0
Caseworker II	028	7.0	(1.0)	6.0	-	6.0
Legal Secretary*Lead	028	3.0	-	3.0	-	3.0
Legal Secretary*U7	027	1.0	-	1.0	-	1.0
Admin Aide*U7	026	1.0	-	1.0	-	1.0
Court/Legal Clerk III*Pros	026	10.0	(1.0)	9.0	-	9.0
Secretary III	025	1.0	-	1.0	-	1.0
Court/Legal Clerk III	024	1.0	-	1.0	-	1.0
Total Full Time		173.0	(22.0)	151.0	-	151.0
<u>Part Time</u>						
Caseworker II	028	1.0	-	1.0	-	1.0
Total Part Time		1.0	-	1.0	-	1.0
<u>Temporary</u>						
Asst City Atty IV*Pros	844	1.0	-	1.0	-	1.0
Casework Aide	320	1.0	-	1.0	-	1.0
Caseworker II	028	1.0	-	1.0	-	1.0
Total Temporary		3.0	-	3.0	-	3.0
Total Criminal		177.0	(22.0)	155.0	-	155.0

2009-2010 OPERATING BUDGET

POSITION SCHEDULE

PROGRAM General Government		DEPARTMENT Law		DEPARTMENT NO. 30		
ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE	PAY RANGE	AUTHORIZED POSITIONS	2008-09		2009-10	
			ADDITIONS/ REDUCTIONS	AUTHORIZED POSITIONS AS OF 6/30/09	ADDITIONS/ REDUCTIONS	AUTHORIZED POSITIONS
Management Services						
<u>Full Time</u>						
City Attorney	912	1.0	-	1.0	-	1.0
Chief Asst City Attorney	908	1.0	-	1.0	-	1.0
Management Services Adm	841	1.0	-	1.0	-	1.0
Personnel Aide	726	1.0	-	1.0	-	1.0
Info Tech Project Manager	041	1.0	-	1.0	-	1.0
Info Tech Analyst/Prg II	037	1.0	(1.0)	-	-	-
Admin Asst II	035	1.0	-	1.0	-	1.0
Budget Analyst II	035	1.0	-	1.0	-	1.0
Accountant II	033	1.0	-	1.0	-	1.0
Admin Asst I	030	2.0	-	2.0	-	2.0
Secretary III	025	1.0	-	1.0	-	1.0
Total Full Time		12.0	(1.0)	11.0	-	11.0
Total Management Services		12.0	(1.0)	11.0	-	11.0
Total Law		250.0	(28.0)	222.0	-	222.0