

**GENERAL FUND
DEPARTMENT RESOURCE SUMMARY**

CITY ATTORNEY'S OFFICE					
ACTIVITIES	ACTUAL FY 04-05	ACTUAL FY 05-06	PROJECTED FY 06-07	APPROVED FY 07-08	
11-031 City Attorney's Office	1,943,463	2,005,529	2,363,835	2,526,590	
TOTAL	<u>1,943,463</u>	<u>2,005,529</u>	<u>2,363,835</u>	<u>2,526,590</u>	
OPERATING EXPENSE	ACTUAL FY 04-05	ACTUAL FY 05-06	PROJECTED FY 06-07	APPROVED FY 07-08	
6100 Personnel	1,732,024	1,795,949	2,115,320	2,272,853	
6200 Contractual	80,303	73,404	109,130	109,130	
6300 Commodities	26,564	25,940	30,000	30,000	
6500 Fixed Charges	88,500	88,860	94,835	99,607	
6600 Capital	16,071	21,376	21,376	15,000	
TOTAL	<u>1,943,463</u>	<u>2,005,529</u>	<u>2,370,661</u>	<u>2,526,590</u>	
Class Code	AUTHORIZED PERSONNEL	ADOPTED FY 06-07		APPROVED FY 07-08	
		Full Time	Part Time	Full Time	Part Time
1690 City Attorney		1.00		1.00	
1650 Chief Assistant City Attorney		2.00		2.00	
1620 Senior Assistant City Attorney, Assistant City Attorney, Deputy City Attorney		8.50		8.50	
2790 Senior Legal Management Assistant		1.00		1.00	
7120 Senior Legal Secretary		2.00		2.00	
7150 Senior Legal Office Assistant		1.00		1.00	
1670 Paralegal		2.00		0.00	
Senior Paralegal		0.00		2.00	
SUBTOTAL		<u>17.50</u>		<u>17.50</u>	
Assistant City Attorney (PD)		0.50		0.50	
Senior Palralegal (Liability Fund)		0.00		1.00	
		<u>0.50</u>		<u>1.50</u>	
TOTAL		<u>18.00</u>		<u>19.00</u>	

GENERAL FUND

CITY ATTORNEY'S OFFICE
City Attorney's Office

PROGRAM
11-031

Statement of Purpose

To advance the legal interests of the City through services exemplified by respect, integrity, and professionalism.

The City Attorney is appointed by and serves at the pleasure of the City Council. The City Attorney's Office is the City's legal counsel providing such services as appearing in litigation on behalf of the City and its officials, drafting all ordinances, resolutions, contracts, and advising officials and employees on all matters of law pertaining to official duties. This office is also empowered to prosecute violations of municipal and state law on behalf of the People of the State of California. The Santa Ana City Attorney's Office is composed of eleven full-time attorneys, a senior legal management assistant, two paralegals, and four support staff members. The Office is divided into three "work groups" built around particular fields of practice or responsibility.

ORGANIZATIONAL STRUCTURE

ADMINISTRATION

This group is composed of the City Attorney and the Legal Management Assistant, and is responsible for office operations, budget, technology, training & development, human resource management, practice, and systems management.

DEVELOPMENT SERVICES GROUP

This group provides advisory and litigation services to the various departments, agencies, boards and commissions of the City whose focus is development and construction including the Planning & Building Agency, Community Development Agency and the Public Works Agency. This group prosecutes violations of the Santa Ana Municipal Code.

GENERAL COUNSEL GROUP

This group is responsible for providing a wide range of legal services to all non-development oriented agencies, boards, and commissions of the City such as the Santa Ana Police Department, Management and Finance Services Agency, and Parks & Recreation. Additionally, they manage all of the tort/civil liability litigation and provide support and assistance to the Risk Management Division, as well as providing advice to the Santa Ana Police Department.

GENERAL FUND

CITY ATTORNEY'S OFFICE		FUND 11			
City Attorney's Office		Activity 031			
Object Code	LINE ITEM RESOURCES	ACTUAL FY 04-05	ACTUAL FY 05-06	PROJECTED FY 06-07	APPROVED FY 07-08
6111	Salaries & Wages-Regular	1,438,148	1,487,862	1,620,445	1,738,923
6131	Salaries & Wages-Temporary	3,137	13,736	14,475	16,037
6141	Salaries & Wages-Overtime	179	340	500	500
6151	Retirement Plan	15,118	118,251	156,465	167,459
6161	Medicare Insurance	19,725	19,851	26,845	28,633
6171	Employees Insurance	138,837	137,624	183,090	198,137
6172	Retiree Medical Insurance	7,104	13,285	18,215	20,387
6181	Compensation Insurance	32,277	34,554	46,485	52,777
6191	Other Personnel Services	77,498	(29,554)	48,800	50,000
	SUBTOTAL PERSONNEL	1,732,024	1,795,949	2,115,320	2,272,853
6211	Communications	20,226	20,706	31,080	31,080
6221	Training & Transportation	16,730	13,769	30,900	30,900
6251	Other Agency Services	9,240	10,277	15,060	15,060
6291	Other Contractual Services	34,107	28,651	32,090	32,090
	SUBTOTAL CONTRACTUAL	80,303	73,404	109,130	109,130
6391	Operating Materials & Supplies	26,564	25,940	30,000	30,000
	SUBTOTAL COMMODITIES	26,564	25,940	30,000	30,000
6521	Insurance (Risk Management)	5,110	5,470	5,800	6,150
6571	Building & Site Rental	83,390	83,390	88,585	93,457
	SUBTOTAL FIXED CHARGES	88,500	88,860	94,385	99,607
6621	Building	0	0	0	0
6641	Machinery & Equipment	0	0	0	0
6651	Books, Records & Video	0	15,882	15,000	15,000
6661	Computer Software	16,071	5,493	0	0
	SUBTOTAL CAPITAL	16,071	21,376	15,000	15,000
	TOTAL	1,943,463	2,005,529	2,363,835	2,526,590

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2790	Legal Management Assistant	1.00		1.00	
7120	Senior Legal Secretary	2.00		2.00	
7150	Senior Legal Office Assistant	1.00		1.00	
1670	Paralegal	2.00		0.00	
	Senior Paralegal	0.00		2.00	
	SUBTOTAL	17.50	0.00	17.50	0.00

* \$ 120,000 in salary and benefits funded by CDBG Fund 135 in Fy06-07 and .5 of attorney funded by Police Dept.