

LEGAL / CITY ATTORNEY

RESOURCES	ACTUAL FY02	ACTUAL FY03	BUDGET FY04	PROJECTED FY04	RECOMMENDED FY05
Personnel Expenses	\$ 2,462,948	\$ 2,609,997	\$ 2,840,111	\$ 2,829,582	\$ 2,921,448
Operating Expenses	97,714	118,326	137,040	135,544	131,557
Operating Budget	\$ 2,560,662	\$ 2,728,323	\$ 2,977,151	\$ 2,965,126	\$ 3,053,005
Capital Outlay	0	19,965	9,056	7,658	7,701
Budget Allocation	\$ 2,560,662	\$ 2,748,288	\$ 2,986,207	\$ 2,972,784	\$ 3,060,706
Authorized Positions	38	38	38	39	40

Vision and Mission: The vision of the Legal Department is to efficiently provide the legal services required by the charter and more effectively anticipate legal problems by acting proactively rather than reactively thereby minimizing city liability, reducing the demand for legal services and advancing justice and good government in Tampa. The mission of the legal department is to manage and administer the operations of the department in order to implement our vision and maximize our achievement of departmental goals with a reduction of net funding from city revenues.

Goals and Objectives: In executing its mission, the legal department focuses on the following goals and objectives:

- Improve the management and administration of operations. Creating clearly defined management structures that facilitate communication and participation in the decision making process and the subsequent communication of those decisions followed by clear monitoring and oversight to insure compliance.
- Increase the collection and enforcement efforts to reduce net cost to the city and insure compliance with city codes and ordinances. The objective is to add to the amount of funds collected pursuant to those enforcement efforts.
- Effectively defend the city from any lawsuits or claims, and pursue actions or claims the city may have at the least possible cost. The primary objective is to insure that as much litigation as possible is done in-house and by part-time assistant city attorneys, thereby minimizing costly extra contract work.
- Only use outside special counsel in those areas in which the legal department lacks in-house expertise, or in cases sufficiently unique or specialized. Again, the objective is to use in-house counsel and by part-time assistant city attorneys, thereby minimizing costly extra contract work.

Current Operations and Initiatives: The department is making significant progress towards a stable and improved organizational structure that will foster an environment of productivity and the efficient delivery of legal services throughout the city. The department now has three chief assistant city attorneys essentially heading up the divisions of : (a) administration; (b) zoning, land use and real estate; and (c) litigation. Attendant to the new division approach to organization is a more effective chain of communication and command. Junior attorneys and staff will have an opportunity for direct access and additional mentoring, which will enhance quality control and facilitate an even workload distribution. The department anticipates that the upcoming fiscal year will see continued improvement in the communication and participation of all attorneys and staff with respect to approaches and practices which will increase our ability to meet the goals and objectives of the department in furtherance of the mission and vision.