

Office of General Counsel

Presentation to
Ad Hoc Committee on Budget
May 3, 2011

70 Total Staff; 40 are Attorneys

- We have 1 vacant attorney position
- We have 4 vacant staff positions – interchangeable as legal assistants or paralegals
 - Of 26 staff members, 1 is a receptionist (plus other duties); 1 is a runner, 1 is part-time office manager and part-time paralegal, 1 is the Assistant to the Corporate Secretary, 5 are paralegals fulltime and 21 are legal assistants

Restructuring

- Workload has shifted
- More labor cases
- Fewer land use
- More litigation over property value
- Less Real Estate

Built-in Limitations

- The large number of boards and commissions
- Increased legal needs in a number of the Boards due to market changes

Cost-cutting

- All costs over which we have control have been cut but this is a small component of the budget
- Salaries comprise 96% of the budget
- Vacant positions are taxing but we are able to compensate
- Will change with my departure

Private Law Firms Rebounding

- Must look at retention
- Have significant challenges to maintain in house expertise

For More Accountability

- Make settlements payable from the City Department that has incurred the expense
- Have costs replenished with billing rather than exhaust the account and replenish by movement

Present Budget

- Slightly ahead (approximately 4%)
- Likely to change
- Pending litigation needs

Conclusion

- Questions