

LAW (32)

AGENCY PLAN: MISSION, GOALS AND BUDGET SUMMARY

MISSION:

The Law Department strives to deliver exceptional and efficient legal counseling and representation to the Executive and Legislative branches of City government as mandated by the City Charter.

AGENCY GOALS:

1. Maximize and monitor the level of client satisfaction with department services.
2. Provide effective, ongoing and proactive advice and counseling to all City departments in order to assist them in accomplishing their business objectives and to eliminate or minimize to the greatest extent possible the potential for legal liability.
3. Ensure attorney preparedness for all legal proceedings and client contacts.
4. Provide necessary professional skills training to all lawyers and staff to maximize the quality and efficiency of legal services delivered to the City.
5. Maximize the City's financial solvency and business growth through aggressive collection of City revenues, effective representation in claims and litigation for and against the City, and effective and timely advice and representation of the City in commercial and development transactions.
6. Effectively assist in community empowerment by vigorous prosecution of quality of life crimes, environmental and ordinance violations.

AGENCY FINANCIAL SUMMARY:

| 2013-14 <u>Requested</u> | | 2012-13 <u>Budget</u> | 2013-14 <u>Recommended</u> | Increase <u>(Decrease)</u> |
|-----------------------------|----------------------|--------------------------|-------------------------------|-------------------------------|
| \$ 17,599,434 | City Appropriations | \$ 15,531,938 | \$ 16,520,323 | \$ 988,385 |
| \$ 17,599,434 | Total Appropriations | \$ 15,531,938 | \$ 16,520,323 | \$ 988,385 |
| | | | | |
| \$ 1,905,000 | City Revenues | \$ 1,590,000 | \$ 1,905,000 | \$ 315,000 |
| \$ 1,905,000 | Total Revenues | \$ 1,590,000 | \$ 1,905,000 | \$ 315,000 |
| | | | | |
| \$ 15,694,434 | NET TAX COST: | \$ 13,941,938 | <u>\$ 14,615,323</u> | \$ 673,385 |

AGENCY EMPLOYEE STATISTICS:

| 2013-14 <u>Requested</u> | | 2012-13 <u>Budget</u> | 04-01-13 <u>Actual</u> | 2013-14 <u>Recommended</u> | Increase <u>(Decrease)</u> |
|-----------------------------|-----------------|--------------------------|---------------------------|-------------------------------|-------------------------------|
| 96 | City Positions | 96 | 85 | 96 | 0 |
| 96 | Total Positions | 96 | 85 | 96 | 0 |

ACTIVITIES IN THIS AGENCY:

| | 2012-13 <u>Budget</u> | 2013-14 <u>Recommended</u> | Increase <u>(Decrease)</u> |
|-------------------------------|--------------------------|-------------------------------|-------------------------------|
| Administration and Operations | \$ 14,939,938 | \$ 15,938,323 | \$ 998,385 |
| Legislative Liaison | 592,000 | 582,000 | (10,000) |
| Total Appropriations | \$ 15,531,938 | \$ 16,520,323 | \$ 988,385 |

LAW (32)

ADMINISTRATION AND OPERATIONS ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: ADMINISTRATION AND OPERATIONS

The function of this activity is to provide legal services to all branches of government of the City of Detroit. These services include researching and writing legal opinions and representing the City, its agencies and employees in a variety of legal proceedings, including condemnation proceedings, civil litigation, criminal prosecution of ordinance violations and claims against the City. Services also include review of all City contracts, leases, development agreements, indemnity agreements, preparing ordinances and rendering legal advice.

Sections within the department are Litigation, Labor/Workers Compensation, 36th District Court, Claims, Municipal, Contracts, Tax/Revenue Collection, Commercial and Appeals. Major client agencies are: Mayor's Office, City Council, Police, Public Works, Transportation, Water and Sewerage, Planning and Development, Buildings and Safety Engineering, Finance, Public Lighting, Human Resources, Fire, Recreation, Budget, Health and Municipal Parking.

GOALS:

1. Maximize and monitor the level of client satisfaction with department services.
2. Provide effective, ongoing and proactive advice and counseling to all City departments in order to assist them in accomplishing their business objectives and to eliminate or minimize to the greatest extent possible the potential for legal liability.
3. Ensure attorney preparedness for all legal proceedings and client contacts.
4. Provide continuous professional skills training to all lawyers and staff to maximize the quality and efficiency of legal services delivered to the City.
5. Maximize the City's financial solvency and business growth through aggressive collection of City revenues, effective representation in claims and litigation for and against the City, and effective and timely advice and representation of the City in commercial and development transactions.
6. Effectively assist in community empowerment by vigorous prosecution of quality of life crimes, environmental and ordinance violations.

MAJOR INITIATIVES FOR FY 2012-13:

The Law Department, as mandated by the Wayne County Circuit, Oakland County Circuit and U.S. District Court, is currently utilizing the electronic filing system to file a variety of court documents. This filing option has resulted in notable time and financial savings to the department.

The City of Detroit Law/ITS section is looking forward to upgrading the current Legal Edge Client Server software. This project was created for the purpose of streamlining the system by integrating GroupWise calendaring, Legal Key records management and Worldox document management systems.

The Law Department is looking to replace the currently used Worldox document management system. Legal Edge will build an interface to an open source enterprise content and document management product to provide analogous functionality to Worldox on an open source base. This would provide customers, with a full-featured, fully supported document management system integrated with Legal Edge. The broad functionality would include linking documents directly to cases and people, profile fields, text search and folder capability.

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2014-15 and BEYOND:

The department is continuously examining best practices of the legal industry to enhance department operations. The department is also working to streamline and fine-tune its operational practices for the future fiscal years, along with the continuous efforts to reduce operational costs now and into the future. Both Federal and State Courts are moving towards total electronic filing of pleadings and documents. To that end, we see a need for the digitization of documents both in the Law Department and other city departments. This would allow for easy and more economical access, transferring and storage of city records by both city departments and the public. This would save a tremendous amount of money in costs; enable citizens to purchase documents from the appropriate departments online; and avoid time-consuming and costly requests.

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ADMINISTRATION AND OPERATIONS MEASURES AND TARGETS

Administration Division Employee & Office Support, Financial Mgt, Records Section & Law Library

| Type of Performance Measure: List of Measures | 2010-11 Actual | 2011-12 Actual | 2012-13 Projection | 2013-14 Target |
|--|-------------------|-------------------|-----------------------|-------------------|
| Percentage of professional staff attending at least one external training program per year | 100% | 100% | 100% | 100% |
| Number of Attorneys in Division | 2 | 2 | 2 | 2 |
| Number of Staff in Division | 6 | 8 | 7 | 6 |
| Outcomes: Results or Impacts of Program Activities | | | | |
| Percent "plain English" documents | 98% | 98% | 98% | 98% |
| Percent of time response is written assignment | 96% | 98% | 98% | 98% |
| Number of cases handled by outside counsel (OPEN) | 65 | 65 | 52 | 18 |

Commercial Division

| Type of Performance Measure: List of Measures | 2010-11 Actual | 2011-12 Actual | 2012-13 Projection | 2013-14 Target |
|--|-------------------|-------------------|-----------------------|-------------------|
| Percentage of professional staff attending at least one external training program per year | 100% | 100% | 100% | 100% |
| Number of Attorneys in Division | 24 | 24 | 24 | 24 |
| Number of Legal Assistants in Division | 4 | 4 | 4 | 4 |
| Number of Clerical Support Staff in Division | 5 | 5 | 4 | 4 |
| Outputs: Units of Activity directed towards Goals | | | | |
| Client training workshops | 0 | 1 | 1 | 2 |
| Contract Opinions (written or oral) | 21 | 9 | 18 | 20 |
| Number of Contracts reviewed | 822 | 671 | 332 | 300 |
| Percent "plain English" documents | 98% | 98% | 99% | 99% |
| Settlement write-ups completed within 10 days of agreement | 100% | 100% | 100% | 100% |
| Participation in City/related entities' bond transactions | 3 | 1 | 3 | 2 |
| Bonds/Insurance Certificates Reviewed | 1062 | 868 | 500 | 450 |
| Involvement in City commercial transactions | 163 | 242 | 72 | 100 |
| Acquisition deed proceedings | 98 | 290 | 374 | 400 |
| Number of cases handled by outside counsel | 67 | 8 | 6 | 5 |
| Water Department contractor claims | 7 | 3 | 2 | 0 |
| Water Department opinions rendered | 73 | 0 | 6 | 0 |
| Total levels of revenue collections* | 30,000 | 977,123 | 1,100,000 | 1,250,000 |
| Bankruptcy collections* | 111,048 | 448,729 | 550,000 | 600,000 |
| Income Tax collections (civil and criminal)* | 385,000 | 217,965 | 225,000 | 250,000 |
| General Accounts receivable amounts collected | 4,646,510 | 310,482 | 350,000 | 400,000 |
| Secretary to Attorney ratio | 1/6.5 | 1/4.8 | 1/6 | 1/6 |
| Legal Assistant to Attorney ratio | 1/6.5 | 1/6.25 | 1/6.25 | 1/6.25 |

**Note: Revenue collections include collections of bankruptcy, municipal parking, income tax, property tax general accounts receivable, general fees and utility users tax delinquencies and environment cost.*

LAW (32)

Litigation Division

| Type of Performance Measure: List of Measures | 2010-11 Actual | 2011-12 Actual | 2012-13 Projection | 2013-14 Target |
|---|---------------------------------|---------------------------------|-------------------------------------|---------------------------------|
| Inputs: Resources Allocated or Service Demands Made | | | | |
| % of professional staff attending an external training program | 50% | 50% | 50% | 50% |
| Number of Attorneys in Division | 26 | 19 | 20 | 17 |
| Number of Legal Assistants in Division | 5 | 3 | 4 | 3 |
| Number of Clerical Support in Division | 9 | 9 | 11 | 8 |
| Outputs: Units of Activity directed towards Goals | | | | |
| Client training workshops | 4 | 6 | 6 | 3 |
| Number of motions filed | 2,000 | 2,000 | 2,000 | 2,000 |
| Percent "plain English" documents | 98% | 98% | 98% | 98% |
| Number of Cases Active | 830 | 750 | 850 | 900 |
| Number of Cases Closed | 160 | 165 | 170 | 200 |
| Number of Cases Dismissed | 85 | 90 | 90 | 80 |
| Settlement write-ups completed within 10 days of agreement | 85% | 90% | 90% | 90% |
| Percent of timely responses to written assignments | 90% | 90% | 90% | 90% |
| Number of appeals pending (close of fiscal year) | 47 | 50 | 50 | 50 |
| Number of cases handled by outside counsel | 6 | 6 | 6 | 5 |
| Claims Received | 735 | 740 | 640 | 700 |
| Number of risk management reports (Non-Auditors request) | 55 | 49 | 40 | 40 |
| Outcomes: Results or Impacts of Program Activities | | | | |
| Percentage of clients rating department services satisfactory or better | 97% | 97% | 97% | 97% |
| Total amount of arbitration paid against City | 526,164 | 2,526,164 | 750,000 | 1,500,000 |
| Total amount of Judgments paid against City | 4,810,367 | 6,000,000 | 6,000,000 | 600,000 |
| Total amount of settlements paid against City | 23,408,531 | 20,000,000 | 20,000,000 | 25,000,000 |

LAW (32)

Governmental Affairs Division/ FOI Section

| Type of Performance Measure: | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--|----------------|----------------|-------------------|----------------|
| List of Measures | Actual | Actual | Projection | Target |
| % of professional staff attending an external training program | 50% | 17% | 50% | 100% |
| Number of Attorneys in Section | 4 | 4 | 4 | 4 |
| Number of Legal Assistants in Section | 2 | 1 | 1 | 2 |
| Number of Clerical Support Staff in Section | 2 | 2 | 2 | 2 |
| FOIA responses sent | 3,248 | 3,472 | 4,000 | 4,500 |
| FOIA responses pending | 2225 | 1,775 | 2,000 | 2,000 |
| Municipal Public Hearings / Formal meetings | 355 | 400 | 400 | 400 |
| Outputs: Units of Activity directed towards Goals | | | | |
| Client training workshops | 2 | 2 | 2 | 3 |
| Number of face-to-face client contacts to assess client needs | 200 | 250 | 300 | 300 |
| Percent "plain English" documents | 98% | 98% | 99% | 100% |
| Number of Cases Active | 16 | 19 | 30 | 50 |
| Number of Cases Closed | 12 | 16 | 15 | 25 |
| Number of Cases Dismissed | 1 | 1 | 2 | 10 |
| Settlement write-ups completed within 10 days of agreement | 100% | 100% | 100% | 100% |
| Percent of timely responses to written assignments | 70% | 70% | 70% | 80% |
| Number of cases handled by outside counsel | 1 | 0 | 0 | 0 |
| Outcomes: Results or Impacts of Program Activities | | | | |
| Total amount of settlements paid against City | \$400,000 | \$50,000 | \$10,000 | \$50,000 |
| Total amount of judgments paid against City | 0 | \$500 | \$60,000 | \$100,000 |

LAW (32)

Governmental Affairs Division/ Municipal Section

| Type of Performance Measure: | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--|----------------|----------------|----------------|----------------|
| List of Measures | Actual | Actual | Projection | Target |
| % of professional staff attending an external training program | 100% | 100% | 100% | 100% |
| Number of Attorneys in Section | 4 | 4 | 4 | 5 |
| Number of Legal Assistants in Section | 1 | 1 | 1 | 1 |
| Number of Clerical Support Staff in Section | 0 | 0 | 1 | 1 |
| FOIA requests – all | 83 | 36 | 75 | 80 |
| Municipal Public Hearings / Formal meetings | 924 | 971 | 1,000 | 1,100 |
| Municipal – Administrative Proceedings | 15 | 36 | 40 | 50 |
| Outputs: Units of Activity directed towards Goals | | | | |
| Client training workshops | 2 | 3 | 4 | 6 |
| Municipal Opinions (written or oral) | 801 | 900 | 950 | 1,000 |
| Percent “plain English” documents | 99% | 100% | 100% | 100% |
| Number of Cases Active | 12 | 23 | 30 | 40 |
| Number of Cases Closed | 9 | 19 | 25 | 35 |
| Number of Cases Dismissed | 9 | 19 | 25 | 35 |
| Settlement write-ups completed within 10 days of agreement | 100% | 100% | 100% | 100% |
| Subpoenas | 678 | 770 | 800 | 850 |
| Ordinances, Resolutions, Executive Orders | 443 | 455 | 500 | 550 |
| Percent of timely responses to written assignments | 85% | 85% | 90% | 95% |

LAW (32)

Governmental Affairs/Local Prosecution Section

| Type of Performance Measure: List of Measures | 2010-11 Actual | 2011-12 Actual | 2012-13 Projection | 2013-14 Target |
|--|-------------------|-------------------|-----------------------|-------------------|
| Inputs: Resources Allocated or Service Demands Made | | | | |
| Percentage of professional staff attending at least one external training program per year | 100% | 86% | 100% | 100% |
| Number of Attorneys in Section | 7 | 7 | 7 | 7 |
| Number of Clerical Support Staff in Section | 1 | 1 | 1 | 1 |
| Outcomes: Results or Impacts of Program Activities | | | | |
| Fines collected from Prosecution at 36 th District Court | \$4,175,000 | \$4,390,011 | \$4,700,000 | \$4,900,000 |
| Costs collected from Prosecution at 36 th District Court | \$465,000 | \$429,520 | \$450,000 | \$475,000 |
| Fines Collected from Prosecution at Dept. of Adm. | 0 | \$17,456 | \$20,000 | \$25,000 |
| Total amount of settlements paid against City | \$500 | \$17,500 | \$50,000 | \$50,000 |
| Outputs: Units of Activity directed towards Goals | | | | |
| Client training workshops | 0 | 2 | 3 | 4 |
| Number of face-to-face client contacts to assess client needs | 25 | 50 | 60 | 65 |
| Number of court documents prepared | 420 | 400 | 410 | 415 |
| Percent "plain English" documents | 98% | 99% | 100% | 100% |
| Number of civil cases active | 14 | 12 | 24 | 30 |
| Number of civil cases closed | 10 | 5 | 8 | 10 |
| Number of civil claims cases dismissed | 4 | 3 | 5 | 8 |
| Settlement write-ups completed within 10 days of agreement | 100% | 100% | 100% | 100% |
| Percent of timely responses to written assignments | 95% | 90% | 95% | 100% |
| Total number of appeals pending (close of fiscal year) | 2 | 0 | 2 | 2 |
| Warrants Approved | 3,779 | 3,884 | 4,000 | 4,200 |
| Written Plea Offers | 2,846 | 37,408 | 39,000 | 41,000 |
| Trials Conducted | 223 | 176 | 190 | 215 |
| Drunk-Driving Cases Prosecuted | 883 | 793 | 825 | 900 |

LAW (32)

Labor and Employment Division

| Type of Performance Measure: List of Measures | 2010-11 Actual | 2011-12 Actual | 2012-13 Projection | 2013-14 Target |
|--|-------------------|-------------------|-----------------------|-------------------|
| Inputs: Resources Allocated or Service Demands Made | | | | |
| Percentage of professional staff attending at least one external training program per year | 100% | 100% | 100% | 100% |
| Number of Attorneys in Labor & Employment | 6 | 4 | 4 | 4 |
| Number of Attorneys in Workers Comp | 3 | 3 | 2 | 2 |
| Number of Attorneys in Police Trial Boards | 2 | 2 | 2 | 2 |
| Number of Clerical Support Staff in Division | 3 | 3 | 3 | 3 |
| Legal Assistant to Attorney ratio | 2:6 | 2:6 | 1.9 | 1.9 |
| Outcomes: Results or Impacts of Program Activities | | | | |
| Total amount of settlements paid against City | 29,000,000 | 30,000,000 | 30,000,000 | 30,000,000 |
| Total amount of judgments paid against City | 10,000,000 | 15,000,000 | 15,000,000 | 15,000,000 |
| Efficiency: | | | | |
| Average number of days a case is open | 520 | 541 | 563 | 550 |
| Secretary to Attorney ratio | 2:6 | 2:6 | 3:9 | 4:9 |
| Legal Assistant to Attorney ratio | 1:9 | 1:9 | 1:9 | 3:9 |
| Outputs: Units of Activity directed towards Goals | | | | |
| Client training workshops | 4 | 3 | 3 | 5 |
| Number of face-to-face client contacts to assess client needs | 320 | 340 | 350 | 375 |
| Opinions (written or oral) | 267 | 272 | 280 | 300 |
| Number of Motions filed Labor | 1,275 | 1,300 | 1,325 | 1,098 |
| Labor/Employment Investigations* | 145 | 150 | 155 | 700 |
| EEOC & MDCR claims | 82 | 86 | 0 | 25 |
| Worker Compensation redemptions | 24 | 20 | 18 | 25 |
| Civil service grievances | 55 | 65 | 70 | 80 |
| Percent "plain English" documents | 99% | 99% | 99% | 100% |
| Number of Cases Closed | 58 | 65 | 72 | 75 |
| Settlement write-ups completed within 10 days of agreement | 80% | 80% | 80% | 85% |
| Percent of timely responses to written assignments | 80% | 75% | 75% | 80% |
| Number of cases handled by outside counsel | 3 | 3 | 2 | 0 |
| Total Number of Labor Cases pending at start of fiscal year | 685 | 755 | 765 | 750 |
| Total number of MERC cases | 70 | 109 | 148 | 90 |
| Total number of appeals pending (close of fiscal year)** | 62 | 65 | 70 | 10 |
| Veterans preference hearings | 0 | 2 | 2 | 0 |
| Police Trial Boards | 625 | 650 | 650 | 550 |

*MIOSHA and wage & hour investigations included.

**Only Litigation appeals are included.

CITY OF DETROIT
Law Department
Financial Detail by Appropriation and Organization

| Administration | 2012-13 Redbook | | 2013-14 Dept Final Request | | 2013-14 Mayor's Budget Rec | |
|---------------------------------------|----------------------------|---------------------|---|---------------------|---|---------------------|
| | FTE | AMOUNT | FTE | AMOUNT | FTE | AMOUNT |
| Administration and Operations | | | | | | |
| <i>APPROPRIATION</i> | | | | | | |
| <i>ORGANIZATION</i> | | | | | | |
| 00527 - Administration and Operations | | | | | | |
| 320010 - Administration | 96 | \$14,939,938 | 96 | \$17,017,434 | 96 | \$15,938,323 |
| APPROPRIATION TOTAL | 96 | \$14,939,938 | 96 | \$17,017,434 | 96 | \$15,938,323 |
| ACTIVITY TOTAL | 96 | \$14,939,938 | 96 | \$17,017,434 | 96 | \$15,938,323 |

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

| | 2012-13 Redbook | 2013-14 Dept Final Request | 2013-14 Mayor's Budget Rec |
|--------------------------------|----------------------------|---|---|
| AC0532 - Administration | | | |
| <i>A32000 - Law Department</i> | | | |
| SALWAGESL - Salary & Wages | 6,617,689 | 6,492,542 | 5,975,616 |
| EMPBENESL - Employee Benef | 5,840,128 | 6,784,705 | 6,945,943 |
| PROFSVCSL - Professional/Cor | 551,534 | 947,600 | 940,118 |
| OPERSUPSL - Operating Suppli | 345,000 | 865,000 | 365,000 |
| OPERSVCSL - Operating Servic | 1,559,087 | 1,897,087 | 1,676,146 |
| CAPEQUPSL - Capital Equipme | 26,000 | 30,000 | 30,000 |
| OTHEXPSSL - Other Expenses | 500 | 500 | 5,500 |
| <i>A32000 - Law Department</i> | <i>14,939,938</i> | <i>17,017,434</i> | <i>15,938,323</i> |
| AC0532 - Administration | 14,939,938 | 17,017,434 | 15,938,323 |
| Grand Total | 14,939,938 | 17,017,434 | 15,938,323 |

LAW (32)

LEGISLATIVE LIAISON ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: LEGISLATIVE LIAISON

The City of Detroit engages the services of a legislative liaison in Lansing and in Washington, D.C. The appropriation pays for an office in Lansing and a contract for services in Washington. The Mayor's Office provides the oversight of this contract.

GOALS:

1. To Represent the City's interest in all state and federal legislative matters pertaining to or having an effect upon the City of Detroit.
2. To Keep the City Administration informed of the latest legislative attitudes and actions on matters pertaining to or having an effect upon the City of Detroit.

CITY OF DETROIT
Law Department
Financial Detail by Appropriation and Organization

| Federal Legislative Services | 2012-13 | | 2013-14 | | 2013-14 | |
|---------------------------------------|----------------|------------------|-------------------|------------------|----------------|------------------|
| | Redbook | | Dept Final | | Mayor's | |
| Legislative Liaison | FTE | AMOUNT | FTE | AMOUNT | FTE | AMOUNT |
| APPROPRIATION | | | | | | |
| ORGANIZATION | | | | | | |
| 00255 - Legislative Liaison | | | | | | |
| 320040 - Federal Legislative Services | 0 | \$200,000 | 0 | \$190,000 | 0 | \$190,000 |
| APPROPRIATION TOTAL | 0 | \$200,000 | 0 | \$190,000 | 0 | \$190,000 |
| 11860 - State Legislative Services | | | | | | |
| 320045 - State Legislative Services | 0 | \$392,000 | 0 | \$392,000 | 0 | \$392,000 |
| APPROPRIATION TOTAL | 0 | \$392,000 | 0 | \$392,000 | 0 | \$392,000 |
| ACTIVITY TOTAL | 0 | \$592,000 | 0 | \$582,000 | 0 | \$582,000 |

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

| | 2012-13 Redbook | 2013-14 Dept Final Request | 2013-14 Mayor's Budget Rec |
|-------------------------------------|----------------------------|---|---|
| AC1032 - Legislative Liaison | | | |
| <i>A32000 - Law Department</i> | | | |
| PROFSVCSL - Professional/Cor | 592,000 | 582,000 | 582,000 |
| <i>A32000 - Law Department</i> | 592,000 | 582,000 | 582,000 |
| AC1032 - Legislative Liaison | 592,000 | 582,000 | 582,000 |
| Grand Total | 592,000 | 582,000 | 582,000 |

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriation Summary - Revenues

| | 2011-12 Actuals | 2012-13 Redbook | 2013-14 Dept Final Request | 2013-14 Mayor's Budget Rec | Variance |
|--|--------------------|--------------------|----------------------------------|----------------------------------|----------------|
| A32000 - Law Department | | | | | |
| <i>00527 - Administration and Operations</i> | | | | | |
| 446100 - Administration Fee | 359 | 0 | 0 | 0 | 0 |
| 449160 - Personal Services-Airp | 105 | 0 | 0 | 0 | 0 |
| 449175 - Personal Services-Ced | 136,735 | 250,000 | 300,000 | 300,000 | 50,000 |
| 449200 - Personal Services-Mpc | 35,619 | 60,000 | 25,000 | 25,000 | (35,000) |
| 449205 - Personal Services-Nsd | 17,381 | 0 | 0 | 0 | 0 |
| 449215 - Personal Services-DO | 763,683 | 700,000 | 1,000,000 | 1,000,000 | 300,000 |
| 449220 - Personal Services-Wat | 198,246 | 400,000 | 400,000 | 400,000 | 0 |
| 461100 - Earnings On Investmer | 79 | 0 | 0 | 0 | 0 |
| 474100 - Miscellaneous Receipts | 336,041 | 180,000 | 180,000 | 180,000 | 0 |
| <i>00527 - Administration and Operation:</i> | <i>1,488,248</i> | <i>1,590,000</i> | <i>1,905,000</i> | <i>1,905,000</i> | <i>315,000</i> |
| A32000 - Law Department | 1,488,248 | 1,590,000 | 1,905,000 | 1,905,000 | 315,000 |
| Grand Total | 1,488,248 | 1,590,000 | 1,905,000 | 1,905,000 | 315,000 |

**CITY OF DETROIT
MAYOR'S 2013-2014 RECOMMENDED BUDGET**

Law Department

| Appropriation | REDBOOK FY | | DEPT REQUEST | | MAYORS FY | |
|--|-------------------|-------------|---------------------|----------------|------------------|------------|
| Organization | 2012 | 2013 | FTE | FY 2013 | 2014 | FTE |
| Classification | | | | | | |
| 00527 - Administration and Operations | | | | | | |
| 320010 - Administration | | | | | | |
| Corp Counsel - Election Comm | 1 | | | 1 | | 1 |
| Deputy Corporation Counsel | 1 | | | 1 | | 1 |
| Admin Asst GD II - Law | 1 | | | 1 | | 1 |
| Executive Legal Secretary | 1 | | | 1 | | 1 |
| Supervising Asst Corp Counsel | 8 | | | 7 | | 7 |
| Sr Asst Corporation Counsel | 18 | | | 18 | | 18 |
| Assistant Corporation Counsel | 29 | | | 27 | | 27 |
| Asst Corp Counsel - Exempt | 2 | | | 4 | | 4 |
| Records Manager | 1 | | | 1 | | 1 |
| Legal Investigator | 3 | | | 4 | | 4 |
| Legal Assistant | 10 | | | 10 | | 10 |
| Senior Legal Secretary | 3 | | | 3 | | 3 |
| Legal Secretary | 11 | | | 11 | | 11 |
| Principal Clerk | 1 | | | 1 | | 1 |
| Senior Clerk | 1 | | | 1 | | 1 |
| Clerk | 3 | | | 3 | | 3 |
| Office Assistant III | 1 | | | 0 | | 0 |
| Office Assistant II | 1 | | | 1 | | 1 |
| Manager II - Law | 0 | | | 1 | | 1 |
| Total Administration | 96 | | | 96 | | 96 |
| Total Administration and Operations | 96 | | | 96 | | 96 |
| Agency Total | 96 | | | 96 | | 96 |