

**DEPARTMENTAL BUDGET INFORMATION
LAW DEPARTMENT (32)**

MISSION

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

DESCRIPTION

The Law Department is headed by the Corporation Counsel, who is appointed by the Mayor. The Law Department is comprised of five divisions: 1) Administration, 2) Governmental Affairs, 3) Litigation, 4) Labor & Employment, and 5) Commercial. Each division, with the exception of the Administration Division, is responsible for a discrete area of the law and is made up of several sections.

The Law Department is required, by Charter, to represent the City of Detroit in all civil actions or proceedings filed against the city. The Corporation Counsel may also prosecute any action or proceeding in which the city has a legal interest when directed to do so by the Mayor. The Corporation Counsel is the city prosecutor and shall institute, on behalf of the people, cases arising from the provisions of the charter or city ordinances, and prosecute all actions for the recovery of fines, penalties and forfeitures.

The Law Department is also responsible for providing advice and opinions to the Mayor, a member of City Council or the head of any city agency; approving all contracts, bonds and written instruments; and drafting, upon the request of the Mayor or any member of City Council, any ordinance or resolution for introduction before City Council.

**MAJOR INITIATIVES FOR
FY 2009-10**

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 desires 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 as Worldox on an open source base. Such would provide customers, including the Law Department, 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.

The new Legal Edge Matter Management system will replace the functions currently being performed by Legal Key and upon implementation; Legal Key will no longer be utilized by the Law Department.

**PLANNING FOR THE FUTURE FOR
FY 2010-11, FY 2011-12 and BEYOND**

The Law Department is looking to increase the number of attorneys assigned to 36th District Court in an effort to reduce the number of cases dismissed that result in lost revenue for the City. The Law Department stands to significantly increase the amount of money collected by insuring that 36th District Court is adequately staffed with

**DEPARTMENTAL BUDGET INFORMATION
LAW DEPARTMENT (32)**

attorneys to prosecute matters as they are called.

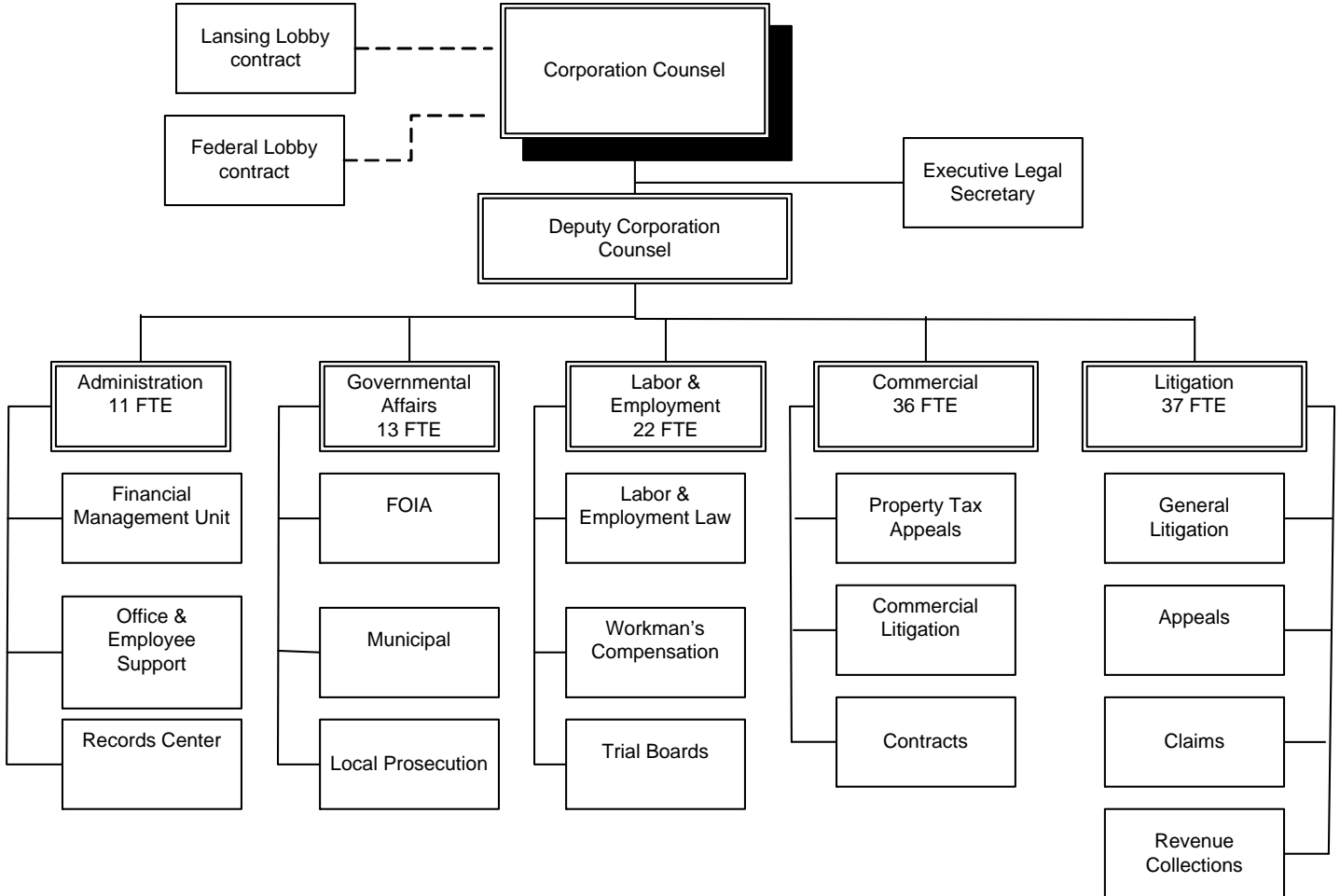
The department is continuously examining best practices of the legal industry to enhance department operations.

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 on-line; and avoid time-consuming and costly, Freedom of Information Act (FOIA) requests.

**DEPARTMENTAL BUDGET INFORMATION
LAW DEPARTMENT (32)**



**DEPARTMENTAL BUDGET INFORMATION
LAW DEPARTMENT (32)**

PERFORMANCE MEASURES AND TARGETS

Type of Performance Measure: List of Measures	2008-09 Actual	2009-10 Projection	2010-11 Target
Inputs: Resources Allocated or Service Demands Made Percent of professional staff attending at least one external training program per year	100%	100%	100%
Outputs: Units of Activity directed toward Goals Percent of timely responses to written assignments	98%	98%	98%
Outcomes: Results or Impacts of Program Activities Percent of clients rating department services satisfactory or better Levels of revenue collections *	97% \$1,000,000	97% \$1,000,000	97% \$1,000,000

**DEPARTMENTAL BUDGET INFORMATION
LAW DEPARTMENT (32)**

EXPENDITURES

	2008-09 Actual Expense	2009-10 Redbook	2010-11 Mayor's Budget Rec	Variance	Variance Percent
Salary & Wages	\$ 9,320,807	\$ 8,348,625	\$ 8,136,615	\$ (212,010)	-3%
Employee Benefits	5,386,401	5,738,542	6,165,813	427,271	7%
Prof/Contractual	3,475,314	2,566,759	2,338,759	(228,000)	-9%
Operating Supplies	243,417	479,012	467,590	(11,422)	-2%
Operating Services	2,210,024	2,521,549	2,395,390	(126,159)	-5%
Capital Equipment	79,136	82,500	57,500	(25,000)	-30%
Other Expenses	7,244	28,000	13,000	(15,000)	-54%
TOTAL	\$ 20,722,343	\$ 19,764,987	\$ 19,574,667	\$ (190,320)	-1%
POSITIONS	124	124	119	(5)	-4%

REVENUES

	2008-09 Actual Revenue	2009-10 Redbook	2010-11 Mayor's Budget Rec	Variance	Variance Percent
Sales & Charges	\$ 1,011,832	\$ 2,431,073	\$ 1,434,000	\$ (997,073)	-41%
Miscellaneous	274,777	180,000	180,000	-	0%
TOTAL	\$ 1,286,609	\$ 2,611,073	\$ 1,614,000	\$ (997,073)	-38%

**DEPARTMENTAL BUDGET INFORMATION
LAW DEPARTMENT (32)**

This Page Intentionally Blank