

2010-2011 PROPOSED BUDGET
OFF-BUDGET FUNDS

ATTACHMENT 1

DEPARTMENT: Office of the City Attorney

DEPT. NO.: 12

FUND NO. *	FUND TITLE	SOURCE OF FUNDS	DESCRIPTION OF USES	CURRENT BALANCE	PROJECTED YEAR-END BALANCE	AVAILABLE 2010-11
368	City Attorney Grant Fund	Various federal and state grant funds	Expenses are restricted to approved grant budgets.	1,620,845	0	0 (1)
47V	Black Market Cigarette Prosecution Trust Fund	Fines from Tax code violations	Training preparation, prosecution and investigation of criminal cases arising in the City involving Revenue and Tax Code Section 30474 and other tobacco-related offenses involving counterfeit or untaxed tobacco products or the illegal sale of these products.	39,837		(2)
550	Consumer Protection Trust	Government Grants	Restricted to witness expenses and other types of expenses in consumer protection cases	266,998	0	0
874	City Attorney Forfeited Assets Trust Fund	City Attorney share of forfeited assets	Expenses that fall within Federal Forfeited Assets guidelines	45,779	0	0

Current balance represents the cash balance in each fund as of 12/7/2009.

(1) Fund 368 Available for FY 09-10 grants; grant funds for FY 10-11 are not included in current balance.

(2) Expenditures are limited to \$40,000 each fiscal year. Revenue received in excess of \$40,000 will be deposited in Fund 100, Dept. 12. Unencumbered balance will revert at year end.

**2010-2011 PROPOSED BUDGET
OFF-BUDGET FUNDS
POSITIONS AND SALARIES**

ATTACHMENT 2

OFF BUDGET FUND: 368 City Attorney Grant fund							
DEPARTMENT: Office of the City Attorney							
PROGRAM (ITEMIZE BY SPECIFIC FUNCTION):							
Number of Positions: (full-time equivalent):						26	
(INCLUDE RESOLUTION AUTHORITIES)							
POSITIONS							
No. Authorized 2009-10	No. Proposed 2010-11.	Class Code	FTE	Class Title	% of Time on Special Fund	Annual Salary*	Amount Paid by Special Fund
2	1	0569	1	Administrative Coordinator III	100%	\$ 97,922	\$ 97,922
2	1	0570	1	Administrative Coordinator IV	100%	122,524	\$ 122,524
2	2	0567	2	Administrative Coordinator I	100%	70,902	\$ 141,804
2	1	0580	1	Legal Secretary I	100%	54,345	\$ 54,345
1	0	0581	0	Legal Secretary II	100%	62,866	\$ -
1	1	0585	1	Legal Clerk I	100%	41,273	\$ 41,273
3	1	0586	1	Legal Clerk II	100%	48,451	\$ 48,451
2	0	0532	0	Sr. Witness Service Coordinator	100%	64,555	\$ -
21	18	0531	18	Witness Service Coordinator	100%	58,553	\$ 1,053,954
3	0	0552	0	Deputy City Attorney III	100%	136,195	\$ -
0	0	0551	0	Deputy City Attorney II	100%	111,886	\$ -
0	1	0568	1	Administrative Coordinator II	100%	84,950	\$ 84,950
0	0	0577	0	Paralegal II	0%	0	\$ -
					0%	0	0
					0%	0	0
					0%	0	0
					0%	0	0
					0%	0	0
					0%	0	0
				Subtotal			\$ 1,645,223
				Less % Salary Savings			0%
			26	TOTAL SALARIES			\$ 1,645,223
SALARIES AS-NEEDED							\$ -
OVERTIME							\$ -
TOTAL							\$ 1,645,223

*Annual Salary based on FY 10-11 wages & count

**2010-2011 PROPOSED BUDGET
OFF-BUDGET FUNDS
EXPENSE, EQUIPMENT AND OTHER DIRECT COSTS**

ATTACHMENT 3

FUND TITLE: 368 City Attorney Grant Fund		
DEPARTMENT: Office of the City Attorney		
PROGRAM (ITEMIZE BY SPECIFIC FUNCTION):		
LIST ALL ACCOUNTS TO BE PAID BY SPECIAL FUND FOR THIS ACTIVITY AND EXPLAIN PURPOSE		
EXPENSE, EQUIPMENT, AND SPECIAL		
	Amount	PURPOSE
EXPENSE ACCOUNT:		
	98,644.00	Various grant related expenses per approved budgets
	0	
	0	
	0	
	0	
Subtotal:	\$ 98,644	
EQUIPMENT ACCOUNT:		
	-	Grant related equipment per approved budgets
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
SPECIAL ACCOUNT:		
	133,820.00	General Fund Reimbursement for Fringe Benefits costs per approved budget
	0	
	0	
	0	
	0	
Subtotal:	\$ 133,820	
GRAND TOTAL	\$ 232,464	

2010-2011 PROPOSED BUDGET
 OFF-BUDGET FUNDS
 EXPENSE, EQUIPMENT AND OTHER DIRECT COSTS

ATTACHMENT 3

FUND TITLE: 47V Black Market Cigarette Prosecution Trust Fund		
DEPARTMENT: Office of the City Attorney		
PROGRAM (ITEMIZE BY SPECIFIC FUNCTION):		
LIST ALL ACCOUNTS TO BE PAID BY SPECIAL FUND FOR THIS ACTIVITY AND EXPLAIN PURPOSE		
EXPENSE, EQUIPMENT, AND SPECIAL		
	Amount	PURPOSE
EXPENSE ACCOUNT:		
	\$ 39,837	Misc. Office & admn expenses related to the prosecution of tax code violations
	0	
	0	
	0	
	0	
Subtotal:	\$ 39,837	
EQUIPMENT ACCOUNT:		
	\$ -	
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
SPECIAL ACCOUNT:		
	\$ -	
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
GRAND TOTAL	\$ 39,837	

2010-2011 PROPOSED BUDGET
 OFF-BUDGET FUNDS
 EXPENSE, EQUIPMENT AND OTHER DIRECT COSTS

ATTACHMENT 3

FUND TITLE: 550 Consumer Protection Trust fund		
DEPARTMENT: Office of the City Attorney		
PROGRAM (ITEMIZE BY SPECIFIC FUNCTION):		
LIST ALL ACCOUNTS TO BE PAID BY SPECIAL FUND FOR THIS ACTIVITY AND EXPLAIN PURPOSE		
EXPENSE, EQUIPMENT, AND SPECIAL		
	Amount	PURPOSE
EXPENSE ACCOUNT:		
	\$ 266,998	Misc. expenses for the prosecution of consumer protection cases
	0	
	0	
	0	
	0	
Subtotal:	\$ 266,998	
EQUIPMENT ACCOUNT:		
	\$ -	
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
SPECIAL ACCOUNT:		
	\$ -	
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
GRAND TOTAL	\$ 266,998	

2010-2011 PROPOSED BUDGET
 OFF-BUDGET FUNDS
 EXPENSE, EQUIPMENT AND OTHER DIRECT COSTS

ATTACHMENT 3

FUND TITLE: 874 Forfeited Assets		
DEPARTMENT: Office of the City Attorney		
PROGRAM (ITEMIZE BY SPECIFIC FUNCTION):		
LIST ALL ACCOUNTS TO BE PAID BY SPECIAL FUND FOR THIS ACTIVITY AND EXPLAIN PURPOSE		
EXPENSE, EQUIPMENT, AND SPECIAL		
	Amount	PURPOSE
EXPENSE ACCOUNT:		
	\$ 45,779	Misc. expenses approved per Federal FA guidelines
	0	
	0	
	0	
	0	
Subtotal:	\$ 45,779	
EQUIPMENT ACCOUNT:		
	\$ -	
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
SPECIAL ACCOUNT:		
	\$ -	
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
GRAND TOTAL	\$ 45,779	

**2010-2011 PROPOSED BUDGET
SPECIAL SOURCE OF FUNDS
EXPENSE, EQUIPMENT AND OTHER DIRECT COSTS**

SPECIAL SOURCE OF FUNDS: Sewer Operation & Maintenance and Sewer Capital		
DEPARTMENT: Office of the City Attorney		
PROGRAM (ITEMIZE BY SPECIFIC FUNCTION): Civil Representation/General Counsel		
LIST ALL ACCOUNTS TO BE PAID BY SPECIAL FUNDS FOR THIS ACTIVITY AND EXPLAIN PURPOSE		
EXPENSE, EQUIPMENT, AND SPECIAL		
	Amount	PURPOSE
EXPENSE ACCOUNT:		
2120	\$ 650	Printing & Binding
2060	1,175	Bar Dues (2.35 FTE @ \$490)
6010	3,250	Office & Admn Expenses
	0	
	0	
Subtotal:	\$ 5,075	
EQUIPMENT ACCOUNT:		
	\$ -	
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
SPECIAL ACCOUNT:		
	\$ -	
	0	
	0	
	0	
	0	
Subtotal:	\$ -	
GRAND TOTAL	\$ 5,075	