

**TOWN ATTORNEY
ACCT. 01-1204**

The Town Attorney is appointed by the Town Council and serves at their pleasure. He is responsible for representing the Council and staff in all legal matters concerning the Town. The Town Attorney prosecutes all violations of the Town Code for misdemeanor offenses. He is required to attend all regular and special meetings and prepares all ordinances, contracts, deeds, property matters, bonds, and other official documents of legal matters for the Town. The Town Attorney is paid a monthly stipend as a retainer for his services, plus additional fees for legal work outside his regular duties.

The proposed budget includes legal fees in connection with special outside legal services provided by either the Town Attorney or other professional services related to legal actions, such as surveying for deeds, special legal counsel, property recordation charges, and prosecuting Town Code offenses.

Budget Detail:

3000 - Contractual Services - For special outside legal, surveying, or consulting services other than Town Attorney as necessary for legal or property matters.

3100 - Retainer - Monthly retainer (\$1,250) for legal services provided by Town Attorney. These fees cover his attendance to all regular or special called meetings of Town Council, Planning Commission, and Board of Zoning Appeals. These services also include one hour per week of consultation with the Town Manager.

3150 - Professional Legal Services - This item is for all work performed by the Town Attorney on an hourly basis. Hourly rate is \$125.00 per hour.

New Needs/Requests:

No specific special requests for FY 2010.

1204 TOWN ATTORNEY

	FY 04 Actual	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Budget	FY 09 Estimated	FY 10 Proposed	Increase/ (Decrease)
3000 Contractual Services	1,584	17,000	28,289	17,470	0	20,000	3,224	8,000	(12,000)
3100 Retainer	12,000	12,000	12,000	15,000	15,000	15,000	15,000	15,000	0
3150 Professional Legal Services	19,629	43,579	20,721	17,381	10,403	20,000	14,620	15,000	(5,000)
5500 Travel & Training	0	0	1,171	350	0	500	0	300	(200)
5650 Dues & Professional Membership	0	0	330	220	220	350	220	240	(110)
5700 Books and Subscriptions	506	500	392	612	550	500	500	500	0
5800 Miscellaneous	0	9	314	0	0	0	0	0	0
TOTAL	33,719	73,088	63,217	51,034	26,173	56,350	33,564	39,040	(17,310)

-30.72%