

DEPARTMENT

OF

LAW

Township Attorney,
Municipal Prosecutor &
Municipal Public Defender

**TOWNSHIP OF JACKSON
2007 BUDGET**

DEPARTMENT NAME: Law

DEPARTMENT BUDGET CODE: 7-01-20-155-000

NARRATIVE SUMMARY

A. GENERAL DUTIES

The Municipal Attorney shall be a legal advisor to the Mayor, Council and all departments, except as otherwise provided by the Charter or the Township Code. He or she shall prosecute and defend actions and proceedings by and against the Township and every department thereof. In furtherance of these general powers and without limitation thereto, he or she shall:

- (1) Advise the Council and its members, the Mayor and other officers of the Township, as to all matters which may be submitted to her or him for his or her opinion.
- (2) Review and approve all contracts, deeds, documents and instruments prior to the execution thereof by or on behalf of the Township.
- (3) Institute litigation and conduct appeals from orders, decisions or judgments affecting any interest of the Township as he or she may in his or her discretion determine to be necessary or desirable.
- (4) Subject to the approval of Council, have the power to enter into any agreement, compromise or settlement of any litigation in which the Township is involved.
- (5) Render opinions in writing upon any question of law submitted to him or her by the Mayor, the Council, the Business Administrator, Municipal Clerk, Tax Assessor, or the head of any department.
- (6) Maintain a record of all actions, suits, proceedings and matters which relate to the Township=s interest and report thereon from time to time as the Mayor or Council may require.
- (7) Attend such Council meetings as requested by Council.
- (8) Have such other and different functions, powers and duties as may be provided by the Charter, this Code or other ordinance.

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NARRATIVE SUMMARY

B. SPECIFIC ACHIEVEMENTS FOR 2006

Aggressively pursued draw down of performance bonds as it relates to various developments.

Closely monitored all on-going lawsuits with an eye toward resolving outstanding disputes in the taxpayers' best interests.

C. SPECIFIC OBJECTIVES FOR 2007

Continue to aggressively pursue the draw down of bonds on builders that have failed or refused to correct problems identified by the Township Engineer.

Work closely with all municipal staff in an attempt to resolve any issue without the involvement of the court system.

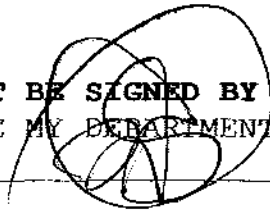
Work closely with Mayor Seda and the Township Council in addressing all legal issues that may arise during 2007.

Aggressively defend the Township in its efforts to maximize utilization of it's workforce in accordance with federal & state guidelines.

Closely monitor the activities of all legal counsel working for the Township of Jackson ensuring that each individual provides the best service possible at the lowest possible cost.

(PLEASE ATTACH UPDATED TABLE OF ORGANIZATION)

ALL BUDGETS MUST BE SIGNED BY DEPARTMENT HEAD/CHAIRPERSON
I HEREBY APPROVE MY DEPARTMENT'S/BOARD'S BUDGET AS
HERETO ATTACHED _____



Account Number Description	2004	2005	2006	***** Year 2007 *****			Budgeted	%PY
	Approp Actual	Approp Actual	Approp Actual	Dept. Request	Admin. Recmnd	Comments		
Dept: 7-01-20-155-000	LEGAL SERVICES							
-01-20-155-000	H	LEGAL SERVICES						
-01-20-155-020	C	OTHER EXPENSES						
-01-20-155-027	S	330,000.00	330,000.00	330,000.00	350,000.00	350,000.00		0.0
ADM-LEGAL SERVICES		297,166.27	308,157.30	353,086.23				
Transfers		30,000.00-	.00	40,000.00				
Dept Total		330,000.00	330,000.00	330,000.00	350,000.00	350,000.00	.00	0.0
		297,166.27	308,157.30	353,086.23				
Transfers		30,000.00-	.00	40,000.00				