



Mission Statement

The mission of the Parish Attorney's Office is to provide sound legal advice to the Metropolitan Council, the Mayor-President, and all departments, offices, and agencies appointed by or under the jurisdiction of any of the above. It also represents the City-Parish and its departments in criminal and civil litigation and investigation.

| Budget Summary | 2012 Actual | 2013 Budget | Request | 2014 Proposed | Final |
|---|------------------|------------------|------------------|------------------|-------|
| Sources of Funds: | | | | | |
| Self Generated Revenues: | | | | | |
| Gaming Licenses | 6,340 | 6,000 | 6,000 | 6,000 | |
| Alcoholic Beverage Control Board Licenses | 860,970 | 846,800 | 890,500 | 974,600 | |
| On-behalf Payments | 39,690 | 41,400 | 35,400 | 35,400 | |
| Other Charges for Services | 17,290 | 15,000 | 30,000 | 29,000 | |
| Pretrial Diversion Fees | 331,930 | 450,000 | 400,000 | 450,000 | |
| Adjudicated Property Fees | 27,160 | 40,000 | 40,000 | 30,000 | |
| Sale of Adjudicated Property | 93,970 | 100,000 | 50,000 | 50,000 | |
| Transfer from EMS | 90,000 | 90,000 | 90,000 | 90,000 | |
| General Fund | 5,394,290 | 5,684,750 | 5,900,190 | 5,701,050 | |
| Total Sources of Funds | 6,861,640 | 7,273,950 | 7,442,090 | 7,366,050 | |
| % Change over Prior Year in General Fund Subsidy | ----- | 5.38% | 3.79% | 0.29% | |
| Uses of Funds: | | | | | |
| Operations: | | | | | |
| Administration | 2,165,950 | 2,065,680 | 2,217,860 | 2,194,640 | |
| Litigation | 1,311,340 | 1,424,580 | 1,220,480 | 1,214,520 | |
| Collections | 247,560 | 352,610 | 357,280 | 355,520 | |
| Risk & Claims Management | 878,360 | 918,090 | 907,770 | 903,420 | |
| City Prosecutor | 1,342,560 | 1,627,900 | 1,662,590 | 1,622,050 | |
| Alcoholic Beverage Control Office | 755,110 | 741,890 | 932,910 | 932,700 | |
| Legal Services | 160,760 | 143,200 | 143,200 | 143,200 | |
| Total Appropriation | 6,861,640 | 7,273,950 | 7,442,090 | 7,366,050 | |
| % Change over Prior Year | ----- | 6.01% | 2.31% | 1.27% | |
| Capital Expenditures (Fund 360) | 6,310 | 0 | 0 | 0 | |
| Personnel Allotted | 98 | 98 | 98 | 98 | |

Service Description

The **Administration Division** provides legal services to the City-Parish involving contracts, property, code enforcement, collections, planning and zoning, labor, and legislation. The attorneys render legal opinions, file numerous suits and liens, prepare ordinances and resolutions, approve contracts and bonds, and provide general legal advice to all City-Parish departments and agencies.

The **Litigation Division** handles civil litigation cases filed against the City-Parish and any of its agencies or departments.

The **Collections Division** analyzes delinquent accounts to arrive at solutions to reduce or eliminate amounts owed to the City-Parish, giving consideration to each account's own unique factors and delinquent history.

The **Risk & Claims Management Division** operates a self-insured program that includes general liability, auto liability, police liability, and workers' compensation. It also manages a portfolio of insurance coverages to protect City-Parish property and operations from a variety of potential loss exposures.

The **City Prosecutor's Office** is divided into four sections: Traffic, DWI, Criminal, and Pretrial Diversion. It prosecutes all criminal and traffic violations of the Code of Ordinances of the City of Baton Rouge. It also diverts certain first offenders out of the normal judicial process and handles domestic violence cases.