

CITY ATTORNEY

FISCAL YEAR 2023 BUDGET PRESENTATION

JIM NUGENT, CITY ATTORNEY

KELLEEN ROSEBOOM, BUSINESS MANAGER

Duties set by statutory authority

The city attorney is appointed by the mayor subject to the approval of the city council.

The city attorney shall:

- (1) appear before the city court and other courts and prosecute on behalf of the city;
- (2) serve upon the attorney general within 10 days of the filing or receipt a copy of any notice of appeal that the city attorney files or receives in a criminal proceeding;
- (3) when required, draft for the city council contracts and ordinances for the government of the city;
- (4) when required, give to the mayor or city council written opinions on questions pertaining to the duties and the rights, liabilities, and powers of the city; and
- (5) perform other duties that pertain to the functions of the city council or that the city council prescribes by resolution.

Mont. Code Ann. §§ 7-4-4602 and 7-4-4604

Additional duties

- Advise city staff ~ provide document drafting and review, code enforcement, prosecute ordinance violations, legal research, charging review, public record request review, confidential criminal justice information review
- Train new police officers on investigations, probable cause and particularized suspicion and documentations, stop and frisk, partner family member assault, driving under the influence, trial preparation, and trial testimony
- Provide legal services to Missoula Housing Authority and Missoula Urban Transportation District (Mountain Line)
- Receive and process liability and property claims for submittal to Montana Municipal Interlocal Authority (MMIA)
 - MMIA is a risk retention pool created by the cities and towns of Montana to manage municipal risks

Staffing

ADMINISTRATIVE & CIVIL SERVICES	PROSECUTION SERVICES
City Attorney	Chief Prosecuting Attorney
Business Manager	Senior Deputy City Attorney (3)
Chief Administrative/Civil Attorney	Deputy City Attorney (2)
Senior Deputy City Attorney	Legal Services Manager
Administrative Assistant II	Victim Services (2)
	Legal Assistants (4)
	Legal Support Specialist

New Requests



#1 Victim Witness Coordinator

- Position established with a two-year grant beginning FY 2021 (20% local match)
- Grant sunset - June 30, 2022
- Increase represents the 80% previously grant funded (\$61,439)

#2 Missoula County Community Justice Dept

- Annual baseline adjustment for salary and fringe for MCCJD staff (\$11,212)
- Crime Victim Advocacy
- Dating and sexual violence prevention services

#3 Legal Assistant (civil division)

- Dedicated support staff for civil attorneys (\$72,418)
- Unfunded FY 2023

Case Management Database Procurement

- Ongoing
- Filevine and City of Missoula mutually agreed to voluntary termination and full refund
- Signed Justware support contract with Pine Technologies for fiscal year 2023
- Continuing collaboration with Missoula County



Questions?

Thank you