

Finance & Personnel Committee
CONTINGENT FUND REQUEST INFORMATION FORM

Dept.: City Attorney

Contact Person & Phone No.: Barbara Woldt, ext. 8822
Beverly A. Temple, ext. 2625

A. REASON FOR REQUEST

Obligatory

B. SUPPORTING INFORMATION

1. This resolution appropriates \$550,000 from the Common Council Contingent Fund to the City Attorney Collection Contract Special Purpose Account for additional funding.
2. The purpose of this action is to provide additional funding for payment of contracts with the Kohn Law Firm for the collection of City receivables and Professional Placement Services, LLC for the collection of overdue Municipal Court judgments.
3. The circumstances that prompt this request are that the expenditures and billings of the Kohn Law Firm through June 19, 2003 total \$160,878.76, and expenditures for Professional Placement Services through May, 2003 total \$724,741.65; collection services year-to-date total \$885,620.41 and there is a balance of \$118,379.59 remaining in the account and additional funding of \$550,000 is necessary for the remainder of the year.
4. The consequence of not providing the funding are that future bills will not be paid and the City's legal obligations will not be met. If additional funding is not approved, collection activities will have to be suspended and the City will lose revenue for the remainder of the year.
5. Funds authorized in the budget are insufficient to pay for additional funding because there are not enough funds remaining in the account. Collection activities are greater than anticipated primarily due to the Tax Intercept Program.
- 5a. There are no unexpended departmental funds that could be used to fund this request.
- 5b. The consequences of using budgeted operated funds for this city-wide purpose would be that contingent funding would need to be requested to supplement the City Attorney's operating budget. There are no budgeted operating funds to use.
6. This level of funding and expenditures has been much greater than anticipated.
7. At this time, it is not anticipated that the conditions prompting this request will continue into the following year.
8. Our department has had similar requests in 2000.
9. This funding has no collective bargaining implications.
10. The funding will provide a greater level of service than authorized by the budget.

11. The higher level of service is needed to provide the City with necessary collection of accounts.
12. No performance measures will be affected by this request.
13. No performance measure will be reduced by this request.
14. No grant funding is associated with this request.
15. No data processing system will be affected by this request.

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