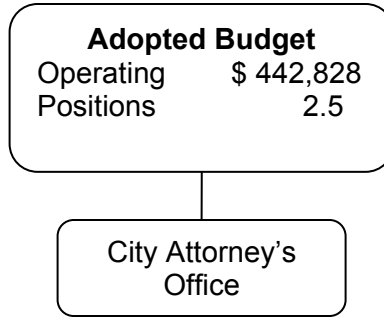
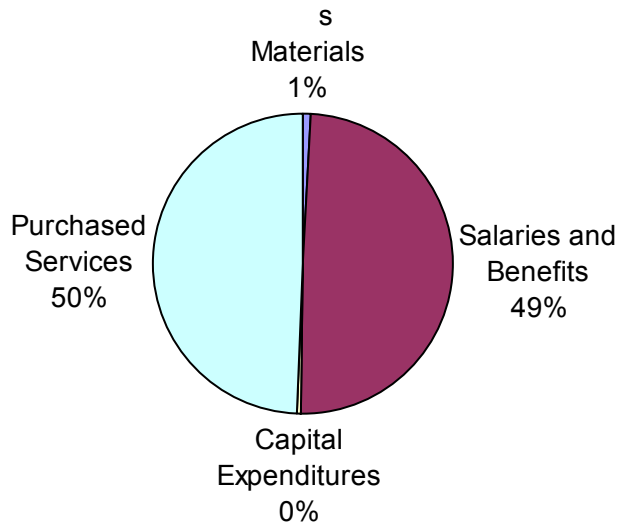


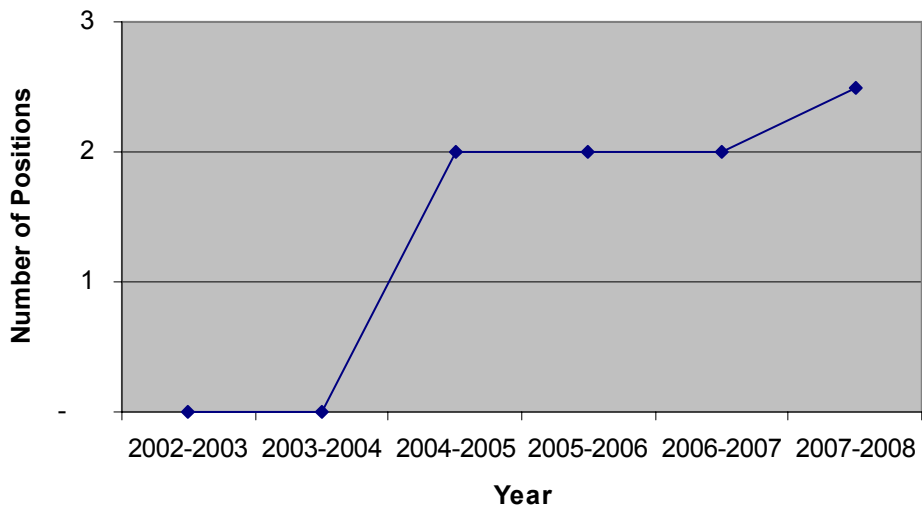
CITY ATTORNEY'S OFFICE



CHARACTER OF EXPENDITURES



AUTHORIZED STRENGTH



CITY ATTORNEY'S OFFICE

Department Summary

SOURCE

	FY 2004-05 ACTUAL BUDGET	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ADOPTED BUDGET	FY 2006-07 AMENDED BUDGET	FY 2007-08 ADOPTED BUDGET
Special Revenue Funds	(29,486)	0	0	0	0
Grant	0	0	0	7,100	18,600
Charges for Services	0	0	0	375,000	0
*Overhead Allocation	52,490	292,994	320,361	253,011	308,145
TOTAL	23,004	292,994	320,361	635,111	326,745

EXPENDITURES BY DEPARTMENT

	FY 2004-05 ACTUAL BUDGET	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ADOPTED BUDGET	FY 2006-07 AMENDED BUDGET	FY 2007-08 ADOPTED BUDGET
City Attorney's Office	285,679	399,232	437,328	604,687	769,573
TOTAL	285,679	399,232	437,328	604,687	769,573

CHARACTER OF EXPENDITURES

	FY 2004-05 ACTUAL BUDGET	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ADOPTED BUDGET	FY 2006-07 AMENDED BUDGET	FY 2007-08 ADOPTED BUDGET
<u>PERSONNEL</u>					
Salaries and Benefits	228,379	250,959	291,178	335,287	381,373
Subtotal	228,379	250,959	291,178	335,287	381,373
<u>SUPPLIES AND SERVICES</u>					
Purchased Services	52,589	147,481	144,450	267,900	381,400
Supplies and Materials	2,972	792	1,700	1,500	5,800
Capital Expenditures	1,739	0	0	0	1,000
Subtotal	57,300	148,273	146,150	269,400	388,200
TOTAL	285,679	399,232	437,328	604,687	769,573
NET GENERAL FUND CONTRIBUTION	262,675	106,238	116,967	(30,424)	442,828

*OVERHEAD ALLOCATION

	FY 2004-05 ACTUAL BUDGET	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ADOPTED BUDGET	FY 2006-07 AMENDED BUDGET	FY 2007-08 ADOPTED BUDGET
Gas Tax Fund	0	0	20,023	21,084	24,679
Rent Stabilization Program	52,490	36,120	80,090	84,337	98,715
Lighting District	0	0	40,045	42,169	49,357
Water Services	0	75,855	80,090	21,084	24,679
Garbage Collection Fund	0	37,928	40,045	21,084	24,679
RDA Fund	0	143,091	60,068	63,253	86,036
TOTAL OVERHEAD ALLOCATION	52,490	292,994	320,361	253,011	308,145

CITY ATTORNEY'S OFFICE

Department Summary cont.

AUTHORIZED STRENGTH

Position Summary

City Attorney's Office

TOTAL

FY 2004-05 ACTUAL BUDGET	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ADOPTED BUDGET	FY 2006-07 AMENDED BUDGET	FY 2007-08 ADOPTED BUDGET
2	2	2	2	2.5
2	2	2	2	2.5

Position Detail

Assistant City Attorney*

City Attorney

Legal Secretary

TOTAL

FY 2004-05 ACTUAL BUDGET	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ADOPTED BUDGET	FY 2006-07 AMENDED BUDGET	FY 2007-08 ADOPTED BUDGET
0	0	0	0	1
1	1	1	1	1
1	1	1	1	0.5
2	2	2	2	2.5

New Positions Adopted in FY 2007-2008 Budget:

* Assistant City Attorney

\$104,017

CITY ATTORNEY'S OFFICE

Department Summary

MISSION STATEMENT

Provide legal advice, assistance, and representation to the City Council and staff directed to containing the City's exposure to liability and risk and protecting and promoting City actions and policies.

BUDGET ORGANIZATION AND THE STRATEGIC PRIORITIES

The functions of the City Attorney's Office are advisory services, litigation services, and administration and public programs. Clients include the City Council, the Departments of the City, City Council appointed boards and commissions.

The emphasis of the Fiscal Year 2007-2008 budget is the continued delivery of quality professional legal services that promote reliable and useful advice and exemplary and effective advocacy. The basic services include attendance and advice at public meetings, providing legal opinions, reviewing and drafting legal documents and contracts, resolving disputes, providing advice regarding public officials' conflicts of interest, and representing the City in litigation before courts and administrative agencies.

Within each of the basic services provided, the City Attorney's Office will undertake projects that specifically address the City Council's priorities:

- Provide proactive legal advice as a member of the City project teams;
- Give opinions and draft documents that help achieve the City Council and City Manager's priority action items;
- Advise on significant changes in State and Federal law and other regulations impacting City operations and programs;
- Resolve pending litigation;
- Facilitate the resolution of disputes;
- Provide fair interpretation of City Council-adopted policies, state and local land use regulations and other policies, as appropriate;
- Support the Rent Stabilization Program, including counseling staff; prepare reports and analyze appeals; update program regulations; attend board meetings; and handle non-complex litigation;
- Support Proposition 218-required analysis and noticing for capital charges by the Water Department, including preparation of reports to Council;
- Support the Redevelopment Agency in development of an Assessment of Community Facilities District for the Ravenswood Redevelopment Area; review and analyze environmental impact documents for developments in the Ravenswood Business District (RBD); develop lease agreements of City-owned projects in the RBD; and administer the RBD code enforcement legal services agreement;
- Support development of the Capital Improvement Program, including integrating or aligning all public rights of way policy documents into the CIP as necessary; and review of claims received by the City related to public rights of way;

CITY ATTORNEY'S OFFICE

Department Summary cont.

- Support staff in administering and monitoring water run-off and pollution discharge programs; include updating storm drain master planning.
- Assist in the development and implementation of a risk management program that will reduce exposure to claims, litigation and industrial injuries/illnesses.
- To update, revise and add provisions in the Municipal Code as required.
- Assist in developing new condominium conversion regulations.

SIGNIFICANT CHANGES

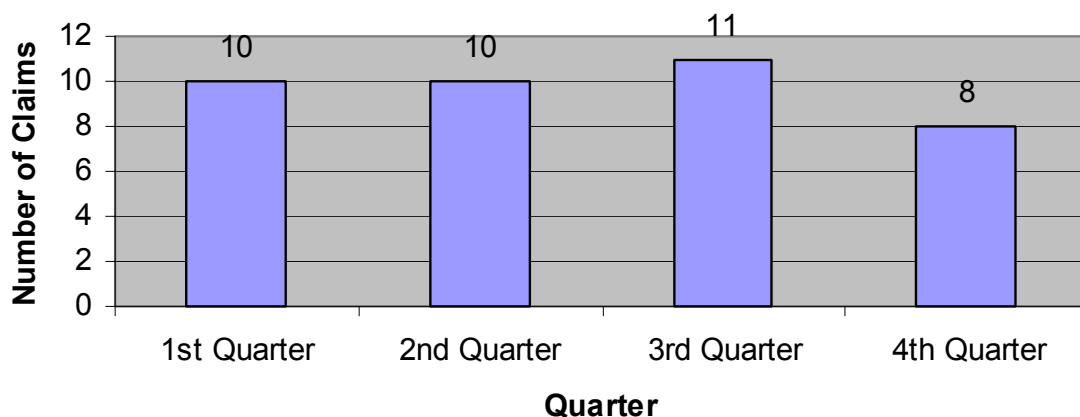
FY 2006-2007 Adopted to FY 2006-2007 Amended:

The Fiscal Year 2006-2007 Amended Budget Net General Fund Contribution of \$116,967 will not be required. The elimination of a General Fund Contribution resulted from an increase in charges for services of a \$375,000 settlement, increasing revenues by \$314,750. The department's projected expenditures increased from the adopted budget of \$437,328 to a projected budget of \$604,687. Personnel cost are up 15% over the adopted budget primarily due to the temporary hiring of a legal assistance during the current year; and, the 53% increase in City contribution to medical insurance.

FY 2006-2007 Amended to FY 2007-2008 Adopted:

The Fiscal Year 2007-2008 Adopted Budget Net General Fund Contribution of \$442,828 is an increase of \$442,828 from the FY 2006-2007 Amended Budget Net General Fund Contribution of \$0. This increase is due to reclassification noted above and less revenues to offset expenditures. Personnel increase reflects a new adopted Assistant City Attorney position for FY2007-2008. The adopted budget also reflects the elimination of a 12 day mandatory furlough program.

Number of Claims Filed Against the City in FY 2006-07 by Quarter



CITY ATTORNEY'S OFFICE

FY 2006-2007 ACCOMPLISHMENTS

OBJECTIVE	RESULT
1 To continue providing proactive legal advice to the City Council, staff, advisory Boards and Commissions by attending approximately 50 meetings throughout the Fiscal Year, and generating timely oral/written opinions as appropriate.	Achieved.
2 To continue progress toward full containment of legal costs and resolution of outstanding significant matters of litigation by reviewing legal services provided to all departments.	Achieved.
3 To assist in improving the City's Risk Management function and litigation-avoidance strategies and resolving outstanding litigation.	Achieved.
4 To update, revise, and add provisions in the Municipal Code as required.	Achieved.
5 To assist in developing new condominium conversion regulations.	Achieved.

Additional Accomplishments

- 1 Over the past two years, the City Attorney's Office took on responsibility for providing legal support to the Rent Stabilization Program. This assignment has significantly impacted the departmental operations and work load, and contributes, in large measure, to the request for additional staff in this proposed budget.
- 2 The City Attorney's Office also commenced a comprehensive review of the legal issues related to the City's operations of the senior citizen facility operated by East Palo Alto Senior Center Inc., resulting in a new, long-term operating agreement.
- 3 The City Attorney's Office is also pleased to report that its commitment to code enforcement, in cooperative efforts with other departments, has produced measurable results in code compliance and cost liens.
- 4 The City Attorney's Office generated \$400,000 in General Fund revenue, resulting from settlements and code enforcement liens.
- 5 The City Attorney's Office took over the claims management functions from the City Manager's Office, increasing the overall efficiency of the City's claims administration and risk management functions.
- 6 Settled the following claims/lawsuits:
 - a. Claim of Troy Henderson
 - b. Claim of Leticia Rayson
 - c. Hart v. City of East Palo Alto
 - d. East Palo Alto Hotel Development, LLC v. City of East Palo Alto, et al.
 - e. Acclaim Homes/Bridgeport LLC (University Commons)
 - f. John Hunter (Cummings Park Lofts)
 - g. Carrillo v. City of East Palo Alto
 - h. Garcia v. City of East Palo Alto
 - i. J&R Land v. City of East Palo Alto
 - j. Claim of Silvia Makasini
- 7 Handled the following 'Pitchess' discovery motions (which involves a criminal defendant's effort to access a police officer's personnel file):
 - a. People v. Tippins
 - b. People v. Alvarez
 - c. People v. Tyson
 - d. People v. Lopez
 - e. People v. Thompson

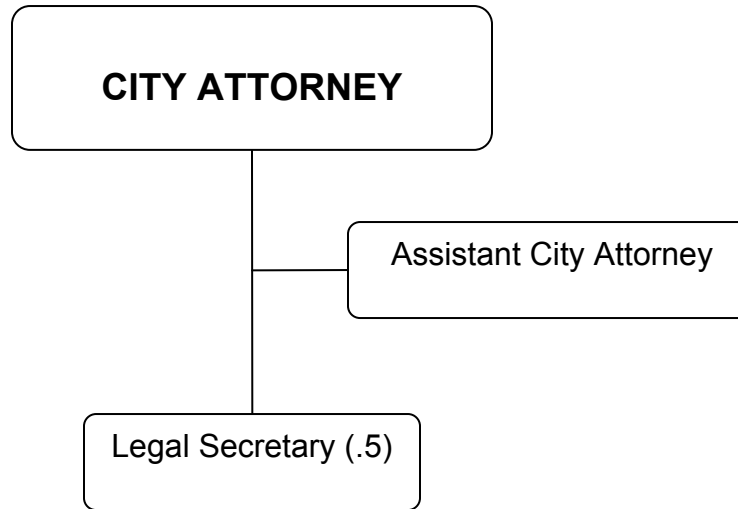
CITY ATTORNEY'S OFFICE

FY 2007-2008 OBJECTIVES

1. To assure quality and timely representation and advice on all matters of municipal law.
2. To assure that all actions by the Council, Boards/Commissions/Committees and operating departments reflect the full consideration of existing laws and are legally defensible.
3. To continue proactive legal advice to the City Council, staff, advisory Boards and Commissions.
4. To attend at least 24 regular and special City Council and Redevelopment Agency meetings.
5. To continue progress toward full containment of legal costs and resolution of outstanding significant matters of litigation.
6. To update, revise, and add provisions in the Municipal Code as required.
7. To assist in developing new condominium conversion regulations.
8. To conduct in-house trainings related to:
 - a. Public Records Act
 - b. Risk-management records retention

CITY ATTORNEY'S OFFICE

(Existing Organization)



DB-23

Total FTE: 2.5