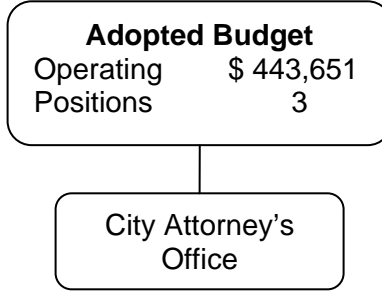
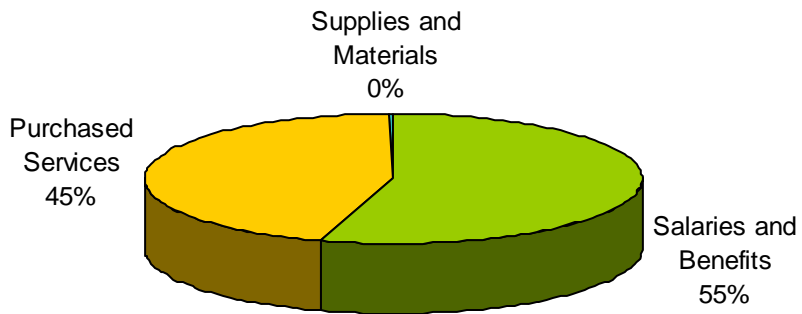


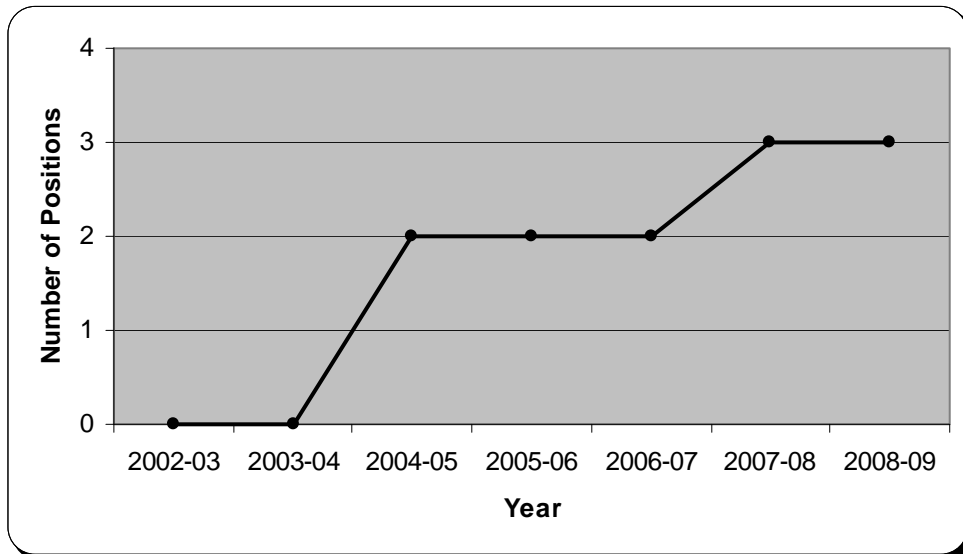
CITY ATTORNEY'S OFFICE



CHARACTER OF EXPENDITURES



AUTHORIZED STRENGTH



CITY ATTORNEY'S OFFICE

Department Summary

SOURCE

	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ACTUAL BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2007-08 AMENDED BUDGET	FY 2008-09 ADOPTED BUDGET
Grant	0	0	18,600	0	0
Charges for Services	0	345,000	0	164,000	100,000
*Overhead Allocation	292,994	198,555	308,145	384,646	370,794
TOTAL	292,994	543,555	326,745	548,646	470,794

EXPENDITURES BY DEPARTMENT

	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ACTUAL BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2007-08 AMENDED BUDGET	FY 2008-09 ADOPTED BUDGET
City Attorney's Office	399,232	516,496	769,573	880,244	914,445
TOTAL	399,232	516,496	769,573	880,244	914,445

CHARACTER OF EXPENDITURES

	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ACTUAL BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2007-08 AMENDED BUDGET	FY 2008-09 ADOPTED BUDGET
<u>PERSONNEL</u>					
Salaries and Benefits	250,959	301,312	381,373	374,919	499,745
Subtotal	250,959	301,312	381,373	374,919	499,745
<u>SUPPLIES AND SERVICES</u>					
Purchased Services	147,481	213,851	381,400	498,500	411,850
Supplies and Materials	792	1,333	5,800	2,825	2,850
Capital Expenditures	0	0	1,000	4,000	0
Subtotal	148,273	215,184	388,200	505,325	414,700
TOTAL	399,232	516,496	769,573	880,244	914,445
NET GENERAL FUND CONTRIBUTION	106,238	-27,059	442,828	331,598	443,651

*OVERHEAD ALLOCATION

	FY 2005-06 ACTUAL BUDGET	FY 2006-07 ACTUAL BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2007-08 AMENDED BUDGET	FY 2008-09 ADOPTED BUDGET
Gas Tax Fund	0	16,546	24,679	30,462	31,972
Rent Stabilization Program	36,120	66,185	98,715	152,311	159,861
Grants	-	0	0	7,100	7,100
Lighting District	0	33,093	49,357	30,462	31,972
Water Services	75,855	16,546	24,679	30,462	31,972
Garbage Collection Fund	37,928	16,546	24,679	30,462	0
RDA Fund	143,091	49,639	86,036	103,387	107,917
TOTAL OVERHEAD ALLOCATION	292,994	198,555	308,145	384,646	370,794

CITY ATTORNEY'S OFFICE

Department Summary cont.

AUTHORIZED STRENGTH

Position Summary

City Attorney's Office

TOTAL

FY 2005-06 ACTUAL BUDGET	FY 2006-07 ACTUAL BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2007-08 AMENDED BUDGET	FY 2008-09 ADOPTED BUDGET
2	2	2.5	3	3
2	2	2.5	3	3

Position Detail

Assistant City Attorney

City Attorney

Deputy City Attorney

Legal Secretary

TOTAL

FY 2005-06 ACTUAL BUDGET	FY 2006-07 ACTUAL BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2007-08 AMENDED BUDGET	FY 2008-09 ADOPTED BUDGET
0	0	1	0	0
1	1	1	1	1
0	0	0	1	1
1	1	0.5	1	1
2	2	2.5	3	3

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, and City Council appointed boards and commissions.

The emphasis of the Fiscal Year 2008-2009 budget is the continued delivery of quality professional legal services that promote reliable and useful advice 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 objective and reasonable 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; preparing reports and analyzing appeals; updating program regulations; and attending board meetings.
- 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;
- Continue the development and implementation of a risk management program that will reduce exposure to claims, litigation and industrial injuries/illnesses;
- Update, revise and add provisions in the Municipal Code as required;
- Assist in developing new condominium conversion regulations.

SIGNIFICANT CHANGES

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

The Fiscal Year 2007-2008 Amended Budget Net General Fund Contribution of \$331,598 is a decrease of \$111,230 from the FY2007-2008 Adopted Net General Fund Contribution of \$442,828. The -25.1% projected reduction of General Fund contribution resulted from an increase in projected revenue sources of \$221,901 offset by an increase in projected expenditures of \$110,670. The projected revenue sources increased as a result of a \$164,000 settlement and an increase in overhead allocations. The projected increase in the Purchased Services category resulted from the vacant City Attorney position and the need to obtain outside legal counsel.

FY 2007- 2008 Amended to FY 2008- 2009 Adopted:

The Fiscal Year 2008-2009 Adopted Budget Net General Fund Contribution of \$443,651 is an increase of \$112,053 from the FY 2007-2008 Amended Budget Net General Fund Contribution of \$331,598. This 33.8% increase is due mainly to an increase in the Personnel category; whereby the projected budget reflects the costs associated with the Legal Secretary position from part-time to full-time. The projected budget also reflects a decline in outside legal services, as there is an effort to recruit and fill the City Attorney's position during the first half of the fiscal year.

CITY ATTORNEY'S OFFICE

FY 2007-2008 ACCOMPLISHMENTS

OBJECTIVE	RESULT
1 To assure quality and timely representation and advice on all matters of municipal law.	Accomplished.
2 To assure that all actions by the Council, Boards/ Commissions/ Committees and operating departments reflect the full considerations of existing laws and are legally defensible.	Accomplished.
3 To continue proactive legal advice to the City Council, staff, and advisory Boards and Commissions.	Accomplished.
4 To attend at least 24 regular and special City Council and Redevelopment Agency meetings.	Accomplished.
5 To continue progress toward full containment of legal costs and resolution of outstanding significant matters of litigation.	Accomplished.
6 To update, revise, and add provisions in the Municipal Code as required.	In progress and ongoing.
7 To assist in developing new condominium conversion regulations.	In progress and ongoing.
8 To conduct in-house trainings related to: a. Public Records Act b. Risk-management records retention	Not accomplished due to departure of City Attorney.*

Additional Accomplishments

- 1 Brought closure to the following claims/lawsuits:

<ol style="list-style-type: none"> a. Belfield v. City b. Garcia v. City c. Hartley v. City d. Leonard v. City e. Ranno v. City f. Randolph v. City g. Wilkerson v. City 	<ol style="list-style-type: none"> h. Claim of Chris Picker i. Claim of Maria Quezada j. Claim of Merchants Building Maintenance Co. k. Claim of Abedelsalam Rabah l. Claim of Everardo Serrano m. Claim of David Smith n. Claim of Bernardo Osequera
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- 2 Filed written opposition to, and argued the following Pitchess Motions:

<ol style="list-style-type: none"> a. People v. Madrid b. People v. Sturns c. People v. Walker 	<ol style="list-style-type: none"> d. People v. Alvarez e. People v. Royster
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- 3 Provided continued legal support to the Rent Stabilization Program. Accomplishments include:
 - a. Municipal Code Update - Amendment to Chapter 14.08, the local Ellis Act provisions.
 - b. Settlement - 2061 Euclid Ave.
 - c. Settlement - 1851-1865 Woodland Ave.
- 4 The City Attorney's Office is pleased to report its commitment to code enforcement, in cooperative efforts with other City departments, continues to produce measurable results in code compliance and cost liens.

* NOTE: The City Attorney separated from service in January 2008. Permanent recruitment is currently being conducted.

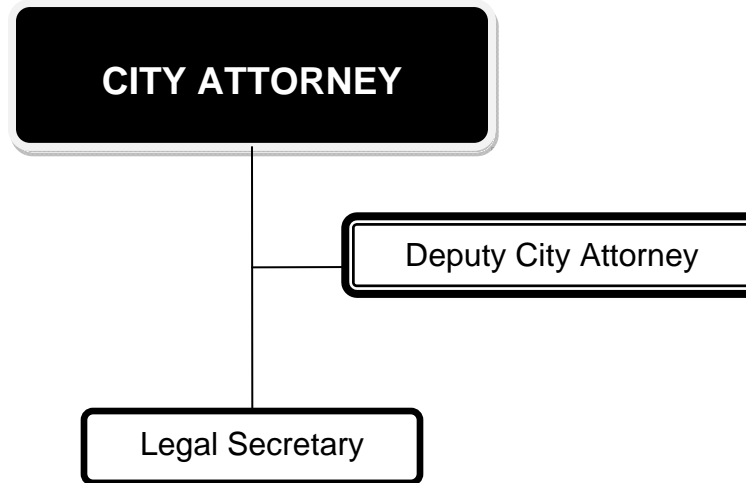
CITY ATTORNEY'S OFFICE

FY 2008-2009 OBJECTIVES

1. To attend and provide advice to 24 regular and/or special City Council and Redevelopment Agency meetings.
2. To attend and provide advice to 20 regular and/or special Planning Commission meetings.
3. To attend and provide advice to regular and/or special Rent Stabilization Board meetings upon request to deal with specific and complex issues.
4. To provide written advice and assistance to the City Council and Boards and Commissions within agreed upon time frames.
5. To provide support services to staff pursuant to deadlines imposed by law or within agreed upon time frames.
6. To respond to Pitchess motions in a timely manner.
7. To manage the risk management program, including prosecution and defense of all claims against the City.
8. To coordinate legal matters with special counsel, when necessary.
9. To review and approve as to form all ordinances enacted by the City, and all contracts, leases and agreements entered into by the City prior to acceptance and recordation.

CITY ATTORNEY'S OFFICE

(Existing Organization)



DB-23

Total FTE: 3