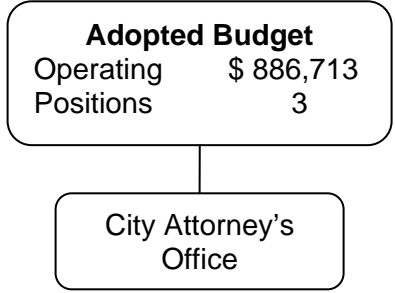
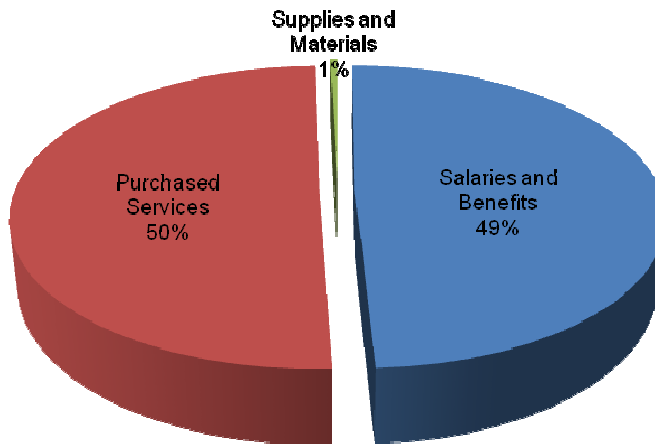


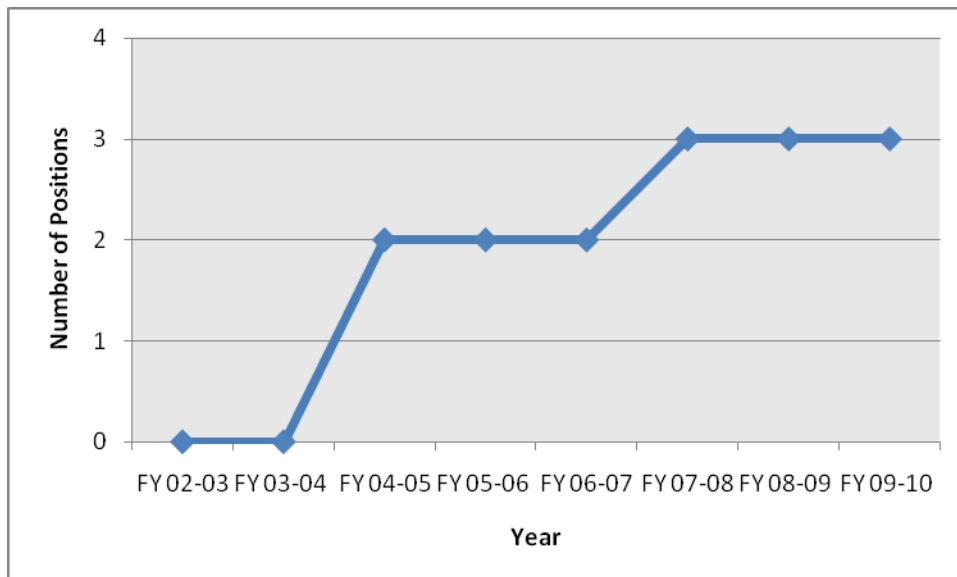
CITY ATTORNEY'S OFFICE



CHARACTER OF EXPENDITURES



AUTHORIZED STRENGTH



CITY ATTORNEY'S OFFICE

Department Summary

SOURCE

	FY 2006-07 ACTUAL	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED BUDGET	FY 2008-09 AMENDED BUDGET	FY 2009-10 ADOPTED BUDGET
Charges for Services	345,000	238,849	100,000	140,000	0
*Overhead Allocation	198,555	367,237	370,794	315,002	302,858
TOTAL	543,555	606,086	470,794	455,002	302,858

EXPENDITURES BY DEPARTMENT

	FY 2006-07 ACTUAL	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED BUDGET	FY 2008-09 AMENDED BUDGET	FY 2009-10 ADOPTED BUDGET
City Attorney's Office	516,496	1,283,144	914,445	1,027,672	886,713
TOTAL	516,496	1,283,144	914,445	1,027,672	886,713

CHARACTER OF EXPENDITURES

	FY 2006-07 ACTUAL	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED BUDGET	FY 2008-09 AMENDED BUDGET	FY 2009-10 ADOPTED BUDGET
<u>PERSONNEL</u>					
Salaries and Benefits	301,312	312,499	499,745	252,422	444,313
Subtotal	301,312	312,499	499,745	252,422	444,313
<u>SUPPLIES AND SERVICES</u>					
Purchased Services	213,851	966,285	411,850	772,700	438,900
Supplies and Materials	1,333	1,383	2,850	2,550	3,500
Capital Expenditures	0	2,977	0	0	0
Subtotal	215,184	970,645	414,700	775,250	442,400
TOTAL	516,496	1,283,144	914,445	1,027,672	886,713
NET GENERAL FUND CONTRIBUTION	-27,059	677,058	443,651	572,670	583,855

*OVERHEAD ALLOCATION

	FY 2006-07 ACTUAL	FY 2007-08 ACTUAL	FY 2008-09 ADOPTED BUDGET	FY 2008-09 AMENDED BUDGET	FY 2009-10 ADOPTED BUDGET
Gas Tax Fund	16,546	29,896	31,972	34,134	30,586
Rent Stabilization Program	66,185	149,486	159,861	56,565	69,257
Grants	0	8,470	7,100	7,500	7,500
Lighting Fund	33,093	29,897	31,972	34,134	30,586
Water Services Fund	16,546	29,897	31,972	34,134	30,586
Garbage Collection Services Fund	16,546	29,897	0	34,134	30,586
Redevelopment Funds	49,639	89,694	107,917	114,401	103,757
TOTAL OVERHEAD ALLOCATION	198,555	367,237	370,794	315,002	302,858

CITY ATTORNEY'S OFFICE

Department Summary cont.

AUTHORIZED STRENGTH

Position Summary

City Attorney's Office

TOTAL

FY 2006-07 ADOPTED BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2008-09 ADOPTED BUDGET	FY 2008-09 ADOPTED BUDGET	FY 2009-10 ADOPTED BUDGET
2	3	3	3	3
2	3	3	3	3

Position Detail

City Attorney

Deputy City Attorney

Legal Secretary

TOTAL

FY 2006-07 ADOPTED BUDGET	FY 2007-08 ADOPTED BUDGET	FY 2008-09 ADOPTED BUDGET	FY 2008-09 ADOPTED BUDGET	FY 2009-10 ADOPTED BUDGET
1	1	1	1	1
0	1	1	1	1
1	1	1	1	1
2	3	3	3	3

CITY ATTORNEY'S OFFICE

Department Summary

MISSION STATEMENT

Provide legal advice, assistance, and representation to the City Council and staff directed to contain 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 office has a staffing level of 3 positions: City Attorney, Deputy City Attorney and Legal Secretary.

The emphasis of the Fiscal Year 2009-2010 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 elected and appointment 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 Goal and Objectives contained in the Strategic Plan:

- Provide proactive legal advice as a member of the City team;
- 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 and board members; preparing reports and analyzing appeals; updating program regulations; and attending board meetings.
- 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.

- Work with the City Manager's Office to develop and implement a risk management policy for City Council adoption to 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 2008- 2009 Adopted to FY 2008- 2009 Amended:

The Fiscal Year 2008-2009 Amended Budget Net General Fund Contribution of \$572,670 is an increase of \$129,019 from the FY2008-2009 Adopted Net General Fund Contribution of \$443,651. The 29.1% projected increase of General Fund contribution mainly resulted from an increase of \$113,227 in expenditures due to an increase in Purchased Services related to legal services and an expected one-time settlement payment to Page Mill Management LLC. The City contracted out for attorney services for most of the fiscal year until the successful recruitment of a permanent City Attorney in April 2009. The remaining difference of \$15,792 resulted from a net reduction in other revenue sources mainly resulting from a reduction of Overhead Allocation being charged to other funds.

FY 2008- 2009 Amended to FY 2009-2010 Adopted:

The Fiscal Year 2009-2010 Adopted Budget Net General Fund Contribution of \$583,855 is an increase of \$11,185 or 1.9% from the FY 2008-2009 Amended Budget Net General Fund Contribution of \$572,670. This is not considered a significant change. The Fiscal Year 2009-2010 adopted budget also reflects the implementation of a 3 day mandatory furlough program for non-sworn City staff to occur in the fourth quarter of the fiscal year if necessary and approved.

CITY ATTORNEY DEPARTMENT

FY 2008-2009 ACCOMPLISHMENTS

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

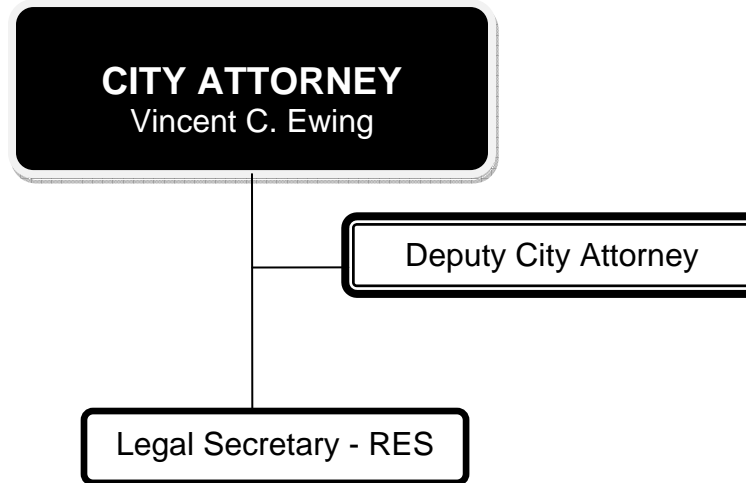
CITY ATTORNEY'S OFFICE

FY 2009-2010 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 24 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 respond to 5 Pitchess motions in a timely manner.
6. To coordinate legal matters with outside special counsel, when required.

CITY ATTORNEY'S OFFICE

(Existing Organization)



DB-23

Total Positions: 3