

# City Attorney

## ***DEPARTMENT DESCRIPTION***

The City Attorney Department provides legal services, advice and assistance in the following issue areas: city ordinance development and enforcement, development issues, franchise agreements, utility rates, personnel and labor relations, public records act requests, contract review, city policies and procedures, liability claims and other legal matter arising from business operations.

## ***MISSION STATEMENT***

The mission of the City Attorney is to provide legal services and counsel to the City Council and City staff.

## ***KEY INITIATIVES COMPLETED***

The City Attorney continued to provide high quality services during FY 2010-2011. During FY 2010-2011, the City Attorney's services continue to be in high demand. Some major areas in which she provided services included: police department matters, code enforcement, other department-specific legal issues, ordinance review and litigation.

## ***INITIATIVES & SERVICE LEVEL EXPECTATIONS FOR FY 2011-2012***

The City Attorney budget is based on an analysis of City Attorney expenditures over the past five years, and taking into account the known upcoming cases and the on-going nature of items in the City Attorney's current caseload. It is anticipated that the need for legal services in FY 2011-2012 will continue to remain at the current level. However, due to the reactive nature of the City Attorney's work, increases may not be predictable.

## ***CHANGES IN FINANCIAL RESOURCES REQUIRED***

An additional \$35,000 has been added to the City Attorney's budget in anticipation of increased legal support for special projects and legal issues during FY 2011-2012.

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**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
 CITY ATTORNEY  
 GENERAL FUND  
 Annual Budget Appropriation for Fiscal Year

	2010-2011		2011-2012
	APPROVED	REVISED	REQUESTED
EMPLOYEE SERVICES	\$ -	\$ -	\$ -
SERVICES AND SUPPLIES	358,832	358,832	393,582
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	358,832	358,832	393,582
INTERNAL SERVICES	-	-	-
Subtotal (Total Department Expenses before Reallocations)	358,832	358,832	393,582
REALLOCATIONS	(107,650)	(107,650)	(118,074)
<b>TOTAL FOR CITY ATTORNEY</b>	<b>\$ 251,182</b>	<b>\$ 251,182</b>	<b>\$ 275,508</b>

## DETAIL LINE ITEM REPORT

CITY ATTORNEY - CITY ATTORNEY

Account: 001-0310-412

GENERAL FUND

<b>Services and Supplies</b>		Approved 2010-2011	Requested 2011-2012
001-0310-412-4251	CITY ATTORNEY CONTRACTUAL SERVICES	\$347,832.00	\$382,832.00
001-0310-412-4251	OTHER ATTORNEY SERVICES	\$10,000.00	\$10,000.00
	Subtotal	<b>\$357,832.00</b>	<b>\$392,832.00</b>
001-0310-412-4254	LEAGUE OF CALIFORNIA CITIES MEETINGS	\$1,000.00	\$750.00
	Subtotal	<b>\$1,000.00</b>	<b>\$750.00</b>
	<b>Services and Supplies Total</b>	<b>\$358,832.00</b>	<b>\$393,582.00</b>
<b>Reallocation</b>		Approved 2010-2011	Requested 2011-2012
001-0310-412-4496	ALLOCATION TO EXP. TO WATER	(\$53,825.00)	(\$59,037.00)
	Subtotal	<b>(\$53,825.00)</b>	<b>(\$59,037.00)</b>
001-0310-412-4497	ALLOCATION TO EXP. TO SEWER	(\$53,825.00)	(\$59,037.00)
	Subtotal	<b>(\$53,825.00)</b>	<b>(\$59,037.00)</b>
	<b>Reallocation Total</b>	<b>(\$107,650.00)</b>	<b>(\$118,074.00)</b>
	<b>CITY ATTORNEY Total</b>	<b>\$251,182.00</b>	<b>\$275,508.00</b>