

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 2009-2010. During FY 2009-2010, the City Attorney's services were in high demand, resulting in higher than average use of her time. Some major areas in which she provided services included: code enforcement, department-specific issues, development matters and litigation.

INITIATIVES & SERVICE LEVEL EXPECTATIONS FOR FY 2010-2011

Based on an analysis of City Attorney budgets over the past five years, including the first nine months of FY 2009-2010, and due to the on-going nature of many of the items currently in the City Attorney's caseload, it is anticipated that the need for legal services in FY 2010-2011 will continue to remain at the current level, which is somewhat higher than what was budgeted in FY 2009-2010.

CHANGES IN FINANCIAL RESOURCES REQUIRED

A three year contract with the City Attorney ran through June 2010. A successor agreement was approved by the City Council in May 2010. The FY 2010-2011 budget reflects retainer and non-retainer costs pursuant to the successor agreement and an increase in anticipated non-retainer hours based on the budget experience during FY 2009-2010.

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

	2009-2010		2010-2011
	APPROVED	REVISED	REQUESTED
EMPLOYEE SERVICES	\$ -	\$ -	\$ -
SERVICES AND SUPPLIES	283,395	283,395	358,832
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	283,395	283,395	358,832
INTERNAL SERVICES	-	-	-
Subtotal (Total Department Expenses before Reallocations)	283,395	283,395	358,832
REALLOCATIONS	(85,018)	(85,018)	(107,650)
TOTAL FOR CITY ATTORNEY	\$ 198,377	\$ 198,377	\$ 251,182

DETAIL LINE ITEM REPORT

CITY ATTORNEY - CITY ATTORNEY

Account: 001-0310-412

GENERAL FUND

Services and Supplies		Approved 2009-2010	Requested 2010-2011
001-0310-412-4251	NON-RETAINER SERVICES	\$165,495.00	\$225,000.00
001-0310-412-4251	OTHER ATTORNEY SERVICES	\$10,000.00	\$10,000.00
001-0310-412-4251	RETAINER	\$106,400.00	\$122,832.00
	Subtotal	\$281,895.00	\$357,832.00
001-0310-412-4254	LEAGUE OF CALIFORNIA CITIES MEETINGS	\$1,500.00	\$1,000.00
	Subtotal	\$1,500.00	\$1,000.00
	Services and Supplies Total	\$283,395.00	\$358,832.00
Reallocation		Approved 2009-2010	Requested 2010-2011
001-0310-412-4496	ALLOCATION TO EXP. TO WATER	(\$42,509.00)	(\$53,825.00)
	Subtotal	(\$42,509.00)	(\$53,825.00)
001-0310-412-4497	ALLOCATION TO EXP. TO SEWER	(\$42,509.00)	(\$53,825.00)
	Subtotal	(\$42,509.00)	(\$53,825.00)
	Reallocation Total	(\$85,018.00)	(\$107,650.00)
	CITY ATTORNEY Total	\$198,377.00	\$251,182.00

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