

**STATEMENT OF PURPOSE**

The purpose of the City Attorney is to provide legal advice and services so city activities, staff recommendations, council policies and administrative procedures are undertaken after consideration of sound professional advice, and to provide or arrange for appropriate representation for the City in all legal proceedings.



**LEGAL & LITIGATION ISSUES – DIVISION 06**

General legal and litigation services are provided primarily through a contract with the law firm of McDonough, Holland & Allen and have been since FY 1986-87. This firm has significant public law and municipal experience. Our designated City Attorney is Harriet Steiner, though we draw upon any number of lawyers at the firm depending upon the number and variety of legal issues to be addressed each month.

**CONTRACT LEGAL SERVICES**

- Provide legal advice to city staff and officials
- Review, revise, prepare legal documents
- Defend the City in litigation
- Represent the City before judicial or administrative boards and agencies
- Provide information to the public on city ordinances and regulations
- Conduct legal action to enforce violations of city regulations
- Provide legal advice at Council meetings

**Major Accomplishments in FY 2008-09**

- Assisted with legal issues related to human resources, development projects, applications before the City, etc.
- Represented the City in litigation

**Plans / Goals for FY 2009-10**

- Provide initial response to city inquiries within two hours (90%)
- Streamline and reduce requests for legal services



<b>Revenues by Fund</b>				
<u>Source of Funds</u>	<b>06/07 Actual</b>	<b>07/08 Actual</b>	<b>08/09 Budget</b>	<b>09/10 Budget</b>
General Fund Support	445,363	326,781	401,967	336,187
General Fund Grants/Designated Revenue	15,894	14,021	26,000	26,780
Internal Service Funds	150,000	64,242	150,000	150,000
<b>Total Revenues</b>	<b>611,257</b>	<b>405,044</b>	<b>577,967</b>	<b>512,967</b>



<b>Expenses by Category</b>				
<u>Expenditures</u>	<b>06/07 Actual</b>	<b>07/08 Actual</b>	<b>08/09 Budget</b>	<b>09/10 Budget</b>
Operating Expenditures	611,257	405,044	577,967	512,967
<b>Total Expenditures</b>	<b>611,257</b>	<b>405,044</b>	<b>577,967</b>	<b>512,967</b>



**Source of Funds for  
2009-10 Budget**

