

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 2000-01

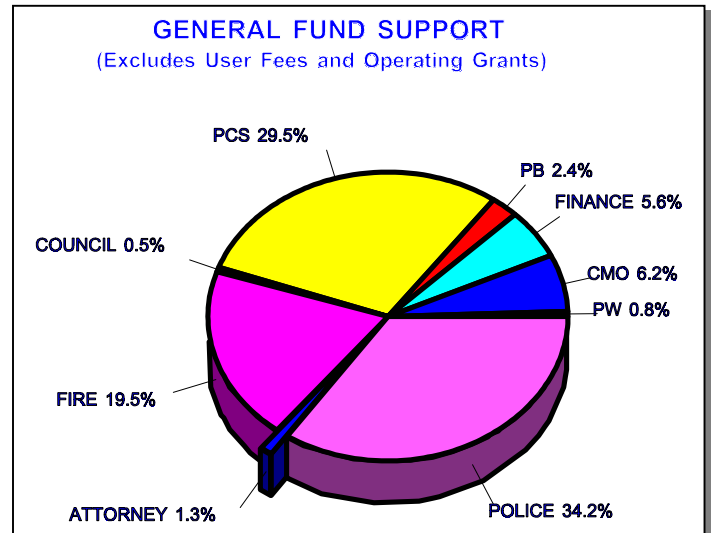
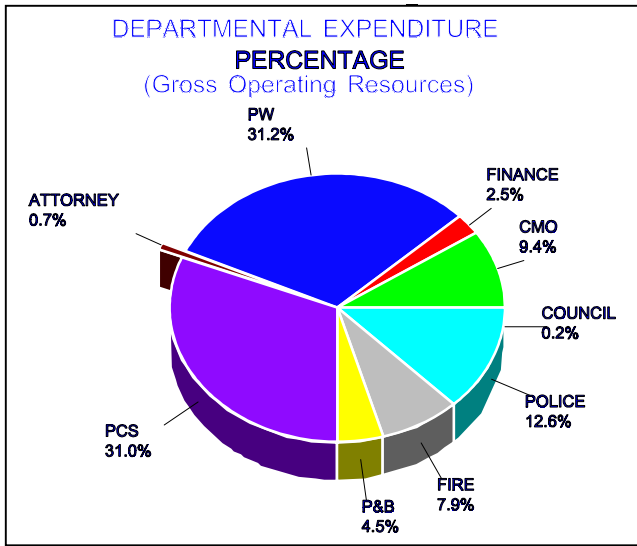
- Developed text for Measure O and Measure S
- Assisted in update of General Plan
- Assisted Council in lease negotiation with former PVUSA solar site

Plans / Goals for FY 2001-02

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

<u>Source of Funds</u>	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Estimated 2000-01</u>	<u>Budget 2001-02</u>
General Fund Support	277,898	302,505	302,505	272,108
Capital Project Funds	0	61,257	61,257	20,000
Enterprise Funds	106,587	48,200	48,200	18,000
Fees & Charges	11,691	7,500	7,500	1,000
Internal Service Funds	88,220	45,000	45,000	150,000
Total Revenues	484,396	464,462	464,462	461,108

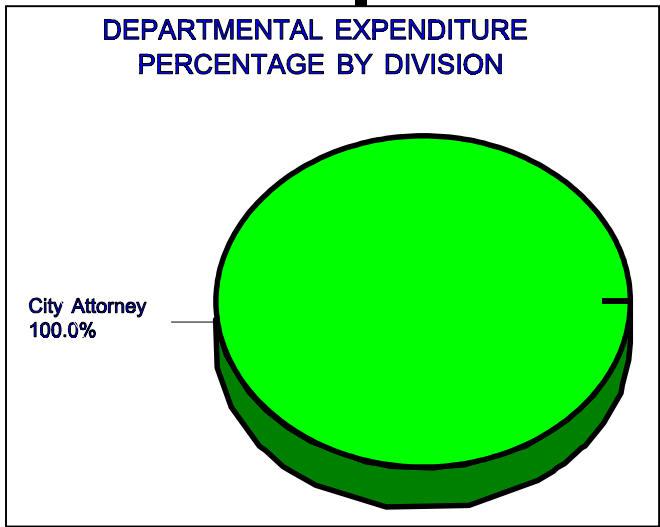
<u>Expenditures</u>	<u>Actual 1999-00</u>	<u>Budget 2000-01</u>	<u>Estimated 2000-01</u>	<u>Budget 2001-02</u>
Operating Expenditures	479,034	464,462	464,462	461,108
Salaries and Benefits	5,362	0	0	0
Total Expenditures	484,396	464,462	464,462	461,108



No. 06

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Capital Project Funds	0	61,257	61,257	20,000
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**SUMMARY OF MAJOR
BUDGET CHANGES**

None to report.

