

Department/Division: 500 Legal Services							General Fund Fund 100	
Account and Title:	2007/08 Actual Expended	2008/09 Actual Expended	2009/10 Actual Expended	2010/11 Actual Expended	2011/12 Approved Budget	2011/12 Finance Department Projections	2012/13 Recommended Budget	
<b>SALARIES</b>								
51201 Part-time Salaries	108,104	124,618	123,941	157,421	135,220	120,000	132,516	
51301 Overtime								
<b>Total Salaries</b>	<b>108,104</b>	<b>124,618</b>	<b>123,941</b>	<b>157,421</b>	<b>135,220</b>	<b>120,000</b>	<b>132,516</b>	
<b>BENEFITS</b>								
51502 City Pers Contribution	10,262	17,698	17,417	22,047	22,717	20,000	27,472	
51503 Employee Paid Pers Contribution	7,567	0	-					
51506 Life Insurance	0	0						
51507 Medicare Tax	1,568	1,807	1,797	2,283	1,961	1,700	1,921	
51508 Social Security Tax								
51509 Flexible Benefits								
51510 Retiree Health								
51511 Long-Term Disability								
51602 Dental Insurance								
51603 Vision Insurance								
51605 Employee Assistance Program								
51704 Auto Allowance								
51705 Housing Allowance								
51706 Phone Allowance								
<b>Total Benefits</b>	<b>19,397</b>	<b>19,505</b>	<b>19,214</b>	<b>24,329</b>	<b>24,678</b>	<b>21,700</b>	<b>29,393</b>	
<b>INSURANCE</b>								
51800 Liability Insurance								
51810 Worker's Compensation								
<b>Total Insurance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>SERVICES AND SUPPLIES</b>								
52221 Communications	0	0	0	0				
52234 Office Expense	0	0	0	0	-			
52235 Professional Services	51,102	31,742	36,291	11,439	40,000	20,000	40,000	
52243 Travel & Training	2,392	2,566	2,225	1,309	5,000	2,300	-	
<b>Total Services &amp; Supplies</b>	<b>53,494</b>	<b>34,308</b>	<b>38,516</b>	<b>12,748</b>	<b>45,000</b>	<b>22,300</b>	<b>40,000</b>	
<b>TOTAL BUDGET</b>	<b>180,995</b>	<b>178,431</b>	<b>181,671</b>	<b>194,498</b>	<b>204,898</b>	<b>164,000</b>	<b>201,909</b>	

## 500 – CITY ATTORNEY

### Mission Statement

The City Attorney is the legal advisor to the City Council, City boards and commissions, and the City Staff. The City Attorney is responsible for preparing or reviewing contracts, ordinances, resolutions, or other legal documents, and handling litigation to which the City is a party.

### Department Description

The City Attorney is under contract directly with the City Council. Legal services rendered to the City are billed monthly at a fixed hourly rate. The City Attorney provides his own support staff and general overhead facilities, including secretaries, office space, and equipment, supplies, and law library. Such overhead expenses are included in the City Attorney's basic hourly rate charged to the City. The City Attorney's budget also includes fees and costs paid to outside counsel retained for the handling of an individual lawsuit or specialized matter.

### Budget Line Item Descriptions

#### 52234 Office Expense

	2009/10	2010/2011	2011/2012	2012/2013
Covers out-of-pocket expenses incurred by the City Attorney, such as special delivery charges	3,000	3,000	0	0

#### 52235 Professional Services

	2009/10	2010/2011	2011/2012	2012/2013
Includes legal costs incurred by the City Attorney's firm when other firm attorneys are utilized to defend the city in various lawsuits	40,000	40,000	40,000	40,000

#### 52243 Travel and Training

	2009/10	2010/2011	2011/2012	2012/2013
Provides for the attendance by the City Attorney at continuing education training events, including those sponsored by the City Attorney's Department of the League of California Cities	5,000	5,000	5,000	0