

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 Approved Budget	2011/12 Recommended Budget	2012/13 Recommended Budget
SALARIES						
51201 Part-time Salaries	108,104	124,618	123,941	138,601	135,220	135,220
51301 Overtime						
Total Salaries	108,104	124,618	123,941	138,601	135,220	135,220
BENEFITS						
51502 City Pers Contribution	10,262	17,698	17,417	19,684	22,717	27,314
51503 Employee Paid Pers Contribution	7,567	0	-			
51506 Life Insurance	0	0				
51507 Medicare Tax	1,568	1,807	1,797	2,010	1,961	1,961
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						
Total Benefits	19,397	19,505	19,214	21,694	24,678	29,275
INSURANCE						
51800 Liability Insurance						
51810 Worker's Compensation						
Total Insurance	0	0	0	0	0	0
SERVICES AND SUPPLIES						
52221 Communications	0	0	0	0		
52234 Office Expense	0	0	0	3,000	-	
52235 Professional Services	51,102	31,742	36,291	40,000	40,000	40,000
52243 Travel & Training	2,392	2,566	2,225	5,000	5,000	5,000
Total Services & Supplies	53,494	34,308	38,516	48,000	45,000	45,000
TOTAL BUDGET	180,995	178,431	181,671	208,294	204,898	209,495

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	5,000