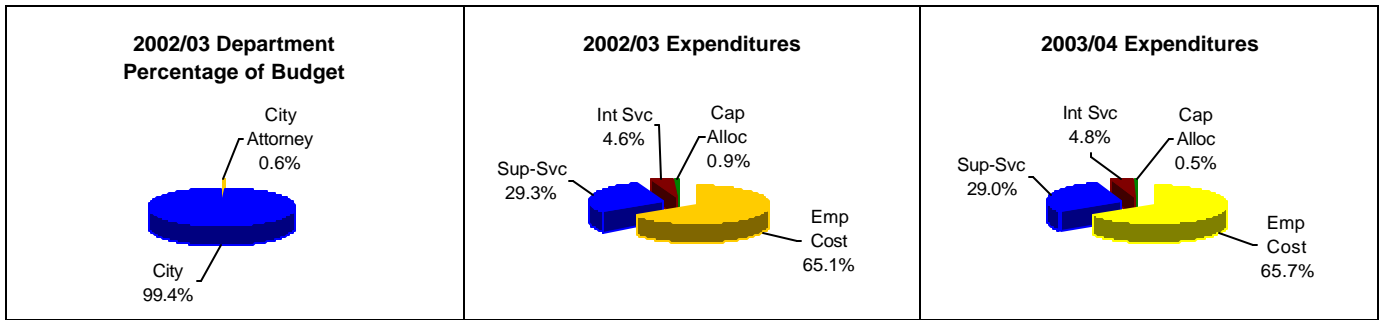


CITY ATTORNEY

Legal Services

BUDGET DATA



HISTORIC TRENDS

The City Attorney’s Office was established in August 2001; therefore, there are no historical trends to be established. With each year of experience with the City, this office will be better able to provide more specific information.

SIGNIFICANT BUDGET ISSUES

Due to the estimation of the City Attorney’s Office budget for FY 2001/02, there are significant budget issues relating to the set-up of an office, furniture and equipment, staffing, and general office expenses. We have attempted to provide a budget for fiscal years 2002-2004 to reflect more accurate numbers and anticipate that mid-year budget changes will be necessary. At the end of the next fiscal year, we will have a better established outline of staffing, services, and expenditures.

Neighborhood Services Survey Objectives

- Not applicable.

City Council Priorities

- City Attorney's Office to provide legal assistance and advice to City Council and City staff on meeting the City Council's priorities.

Performance Measures Objectives

- Not available through ICMA.

PROGRAM: Legal Services (61510)

PROGRAM PURPOSE OR BUSINESS:

To advise City officials, officers and employees in matters of law pertaining to their offices, and represent and appear on their behalf in matters to which they are concerned or are parties.

PROGRAM CHANGES FROM LAST YEAR:

New in-house City Attorney’s Office began operating in August 2001. Prior to that time, the City had contracted with a private law firm which subcontracted with other attorneys to provide the City’s legal services.

PROGRAM CHANGES YEAR ONE (FY 02/03) TO YEAR TWO (FY 03/04):

No significant changes.

RESOURCES ALLOCATED	Prior Budgets		City Manager Recommends		City Council Approved	
	<u>2000-01 (\$)</u>	<u>2001-02 (\$)</u>	<u>2002-03 (\$)</u>	<u>2003-04 (\$)</u>	<u>2002-03 (\$)</u>	<u>2003-04 (\$)</u>
Employee Costs		463,904	499,941	507,261	499,941	
Supplies and Services	413,450	38,475	225,425	224,225	225,425	
Internal Services	6,468	23,721	35,515	37,117	35,515	
Capital Allocations		26,000	7,200	4,000	7,200	
Total	419,918	552,100	768,081	772,603	768,081	

PROGRAM FINANCING

Port of Redwood City			21,000	21,000	21,000	
General Fund	419,918	552,100	747,081	751,603	747,081	
Total	419,918	552,100	768,081	772,603	768,081	

PERSONNEL (FTE)

City Attorney		1.00	1.00	1.00	1.00	
Assistant City Attorney		1.00	0.85	0.85	0.85	
Administrative Assistant		1.00	1.00	1.00	1.00	
Legal Secretary		1.00	1.00	1.00	1.00	
Total		4.00	3.85	3.85	3.85	