

# CITY ATTORNEY

## DEPARTMENT OVERVIEW



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

### LEGAL & LITIGATION ISSUES – DIVISION 06

General legal and litigation services are provided to the City and the Davis Redevelopment Successor Agency primarily through a contract with a full-service legal firm for all legal assistance. Although the City has a designated City Attorney, the City may also draw upon any number of lawyers at the firm depending upon the number and variety of legal issues to be addressed.

The City Council will be utilizing the legal services of the firm Richards Watson Gershon (RWG), with City Attorney Inder Khalsa as the lead for City Attorney services. Ms. Khalsa is assisted by a team of other attorneys with expertise in various aspects of municipal law, including land use, contracting, personnel, litigation, and environmental issues. Ms. Khalsa is stepping in as the new City Attorney, upon the retirement from the position of long-time City Attorney Harriet Steiner.

### 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 actions to enforce city regulations or enjoin violations of state or city laws or regulations
- Provide legal advice at City Council meetings

<b>Budget Descriptions</b>	<b>FY 2017/18 Actual</b>	<b>FY 2018/19 Projected</b>	<b>FY 2019/20 Adjusted Budget</b>	<b>FY 2020/21 Financial Plan</b>
<b>Source of Funds</b>				
General Fund Support	589,212	147,509	170,217	170,217
Internal Service Funds	93,421	150,000	150,000	150,000
<b>Total Revenues</b>	<b>682,633</b>	<b>297,509</b>	<b>320,217</b>	<b>320,217</b>
<b>Appropriations</b>				
<i>Operations and Maintenance</i>				
Contracts/Professional Services	682,633	297,509	320,217	320,217
<b>Total Operations and Maintenance</b>	<b>682,633</b>	<b>297,509</b>	<b>320,217</b>	<b>320,217</b>
<b>Total Appropriations</b>	<b>682,633</b>	<b>297,509</b>	<b>320,217</b>	<b>320,217</b>

## Budget Highlights

### Operations and Maintenance:

Expenditures for the City Attorney's office are based on the level of legal advice and the amount of litigation incurred during the year. FY 2019/20 and FY 2020/21 budget anticipates a slight increase in the City Attorney expense. Beginning in FY 2018/19, the City started allocating legal funds to specific programs, for better cost accounting of the programs. Although \$320,217 was allocated for FY 2019/20, the overall costs for legal services citywide has not decreased.

The City switched to a new law firm and a new City Attorney, effective June 1, 2019. Given the change, staff will monitor the budget closely in FY 2019/20 to determine differences in spending.

## DEPARTMENT SUMMARY

## CITY ATTORNEY

Fiscal Year 2019/20

Program	EXPENDITURES BY CATEGORY						FUNDING SOURCES		
	Salaries & Benefits	Operations & Maintenance	Contracts & Professional Services	Inter-departmental Charges	Capital Outlay	Program Total	General Fund	Other Funds	Program Total
610 - Legal And Litigation Services			320,217			320,217 -	170,217.00	150,000.00	320,217.00
TOTAL CITY ATTORNEY			320,217			320,217	640,434	1,280,868	320,217

Fiscal year 2020-21

Program	EXPENDITURES BY CATEGORY						FUNDING SOURCES		
	Salaries & Benefits	Operations & Maintenance	Contracts & Professional Services	Inter-departmental Charges	Capital Outlay	Program Total	General Fund	Other Funds	Program Total
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