

# BUDGET

**Fiscal Year 2022**

CITY ATTORNEY

**Farimah Faiz Brown**

**Chris Jensen**

**Michael Woo**

**May 6, 2021**

## INTRODUCTION

- In November 2020, Berkeley voters approved Measure KK, updating the role and duties of the City Attorney.
- The City Attorney is the Chief Legal Counsel of the City of Berkeley and Prescribes the Office's Responsibilities.
- Our Mission Statement is to provide the City with the highest caliber legal services and advice and to protect and defend the interests of this dynamic city by all legal and ethical means.
- The Berkeley Charter Section 113 States: "Upon presentation of a proposed budget by the City Attorney, the Council shall provide funds sufficient to carry out the responsibilities of the office of City Attorney and for the City Attorney's department (subject to available resources), which shall be under the administrative control of the City Attorney."

## OVERVIEW

The City Attorney's Office provides legal advice and support to all City departments, the City Council, the City Manager, and City boards and commissions, as well as the Library Board.



LEGISLATION



LITIGATION



RISK  
MANAGEMENT



LEGAL REVIEW



COMMISSION  
WORK



INFORMATION

# CITY ATTORNEY

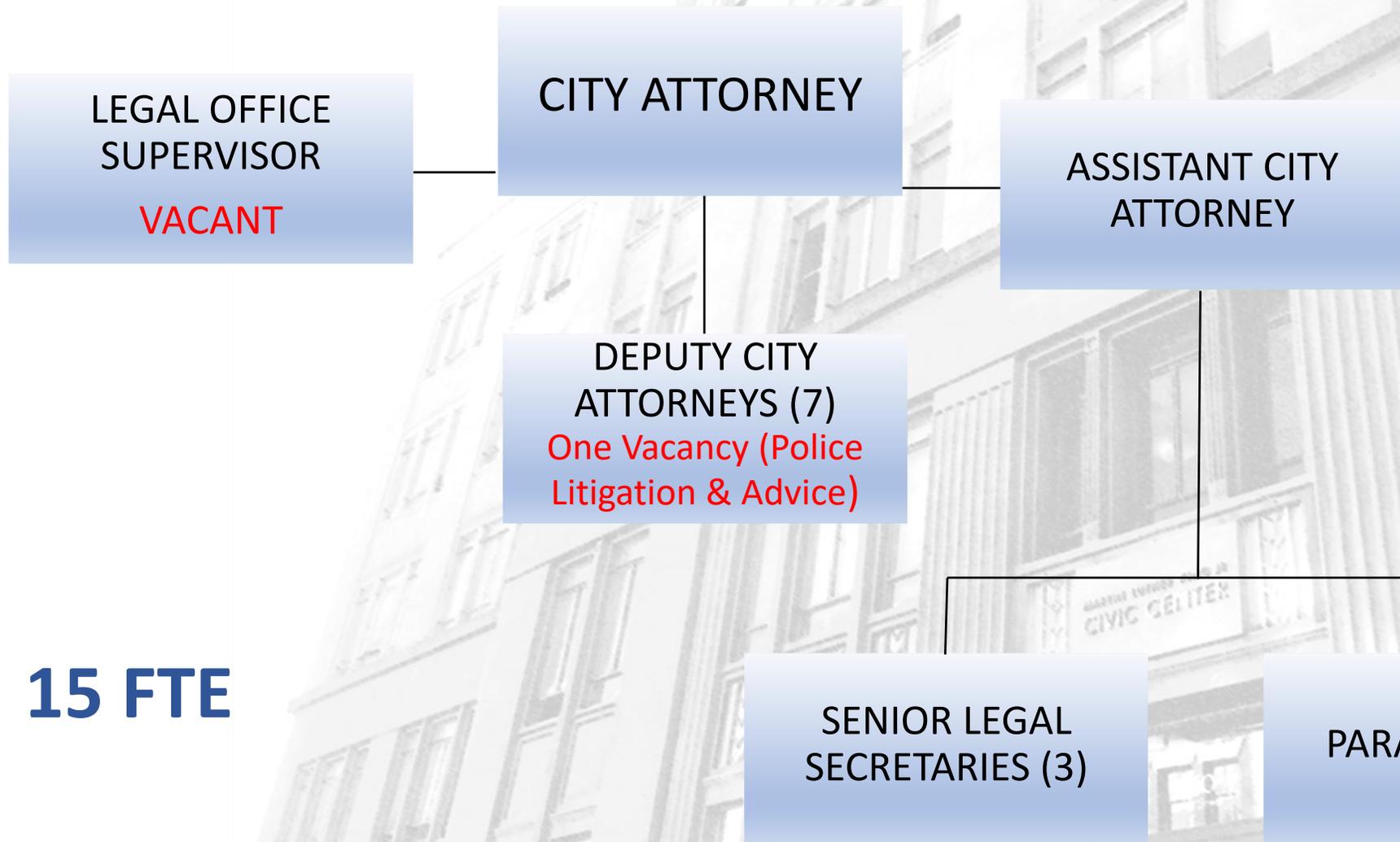


# ATTORNEYS

# PARALEGALS & LEGAL SECRETARIES



# CITY ATTORNEY



VACANCY RATE



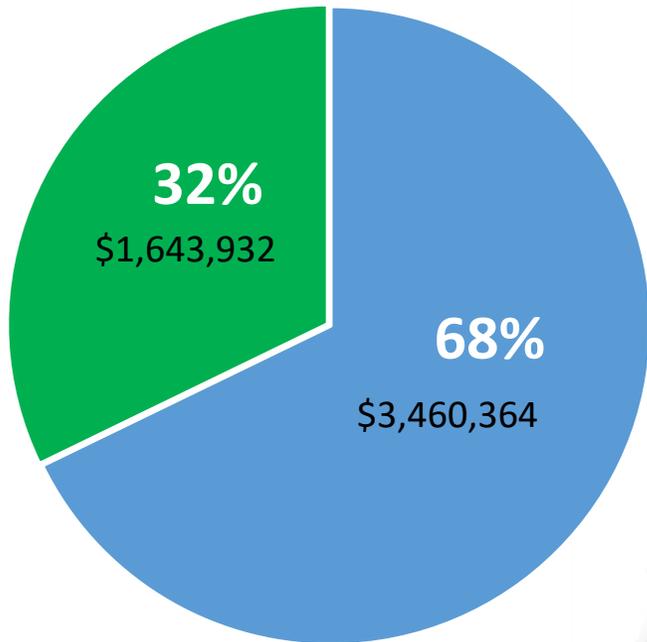
■ Vacant ■ Filled

**15 FTE**

# FINANCIALS

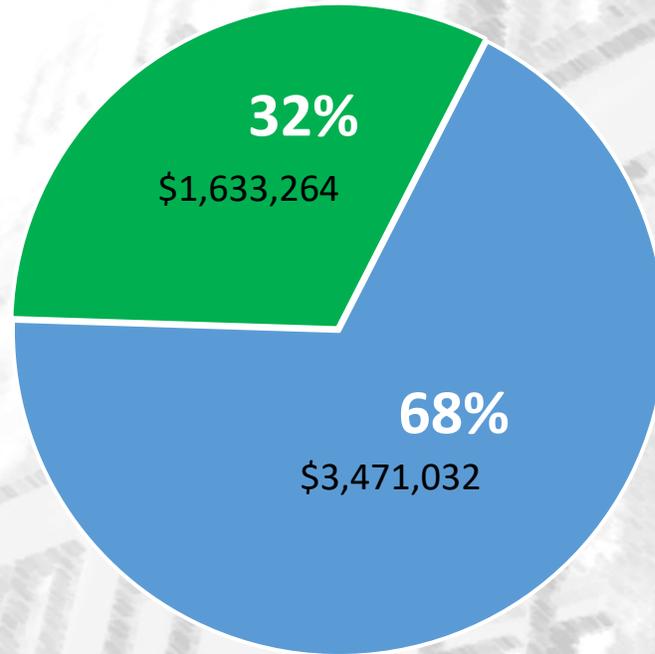
## FY 2022 Budget: \$5,104,296

### Per Fund



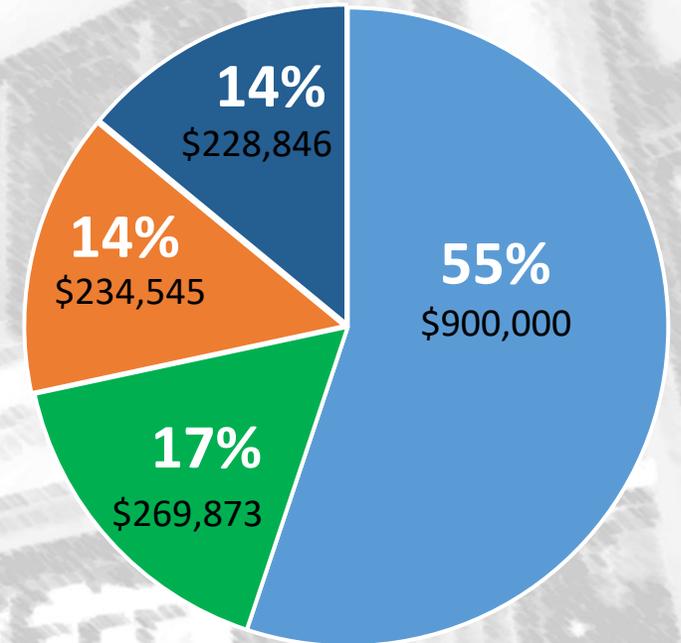
- General Fund
- Public Liability Fund

### Per Expense



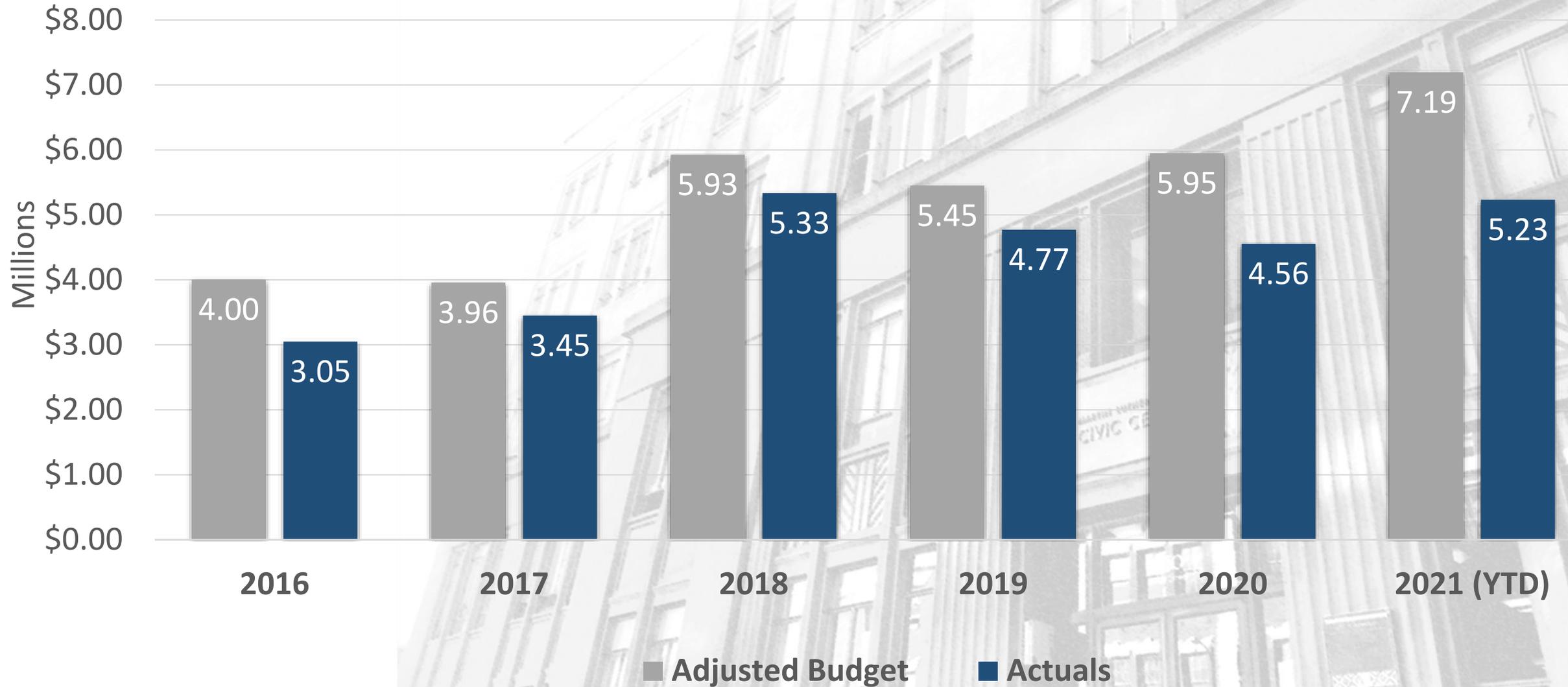
- Personnel
- Non-Personnel

### Non-Personnel Expense



- Judgments & Claims
- Professional Services
- Internal Services
- Other Expenses

# BUDGET V. ACTUALS



## FY 2021 BUDGET DEFERRALS

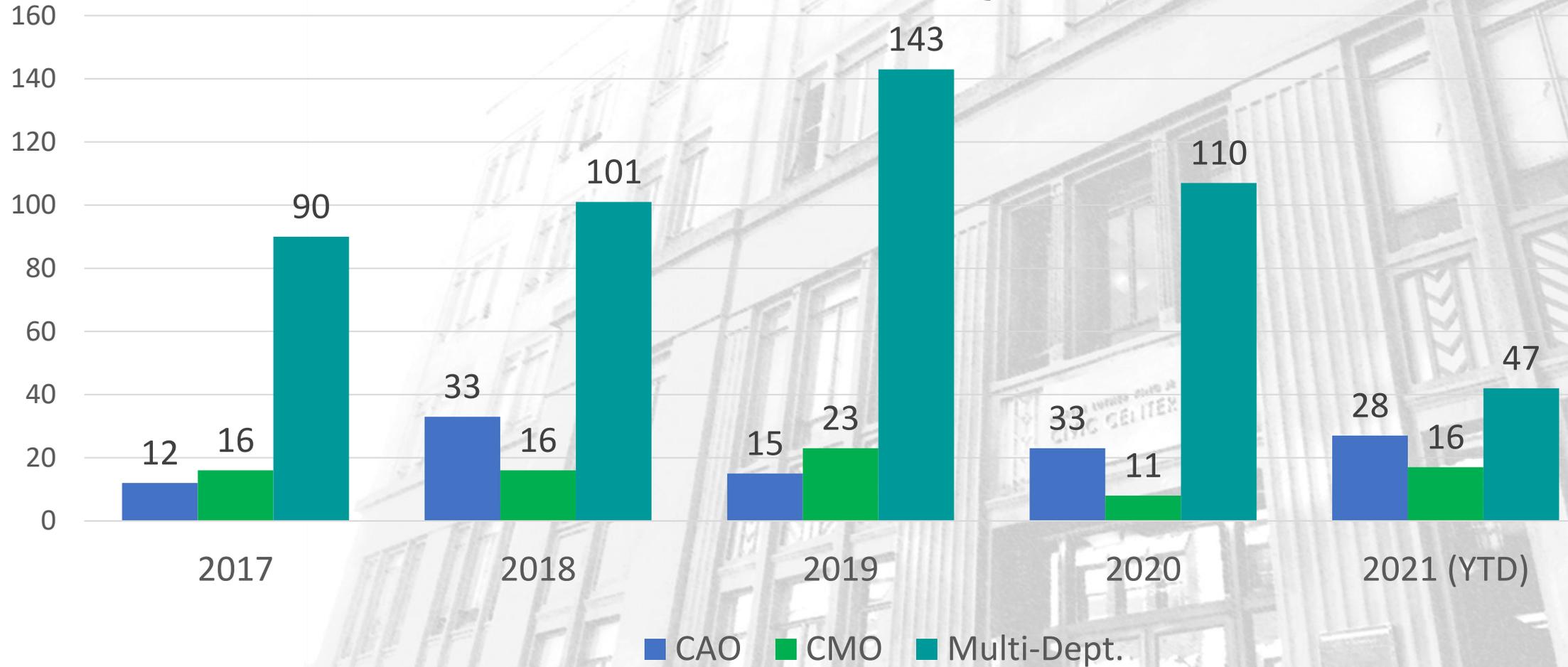
Deferral	Savings
Legal Office Manager (Need to Fill)	\$144,998
Deputy City Attorney III (full) (Need to Fill)	\$234,260
Deputy City Attorney III (partial) (Filled)	\$117,130
<b>Books, Supplies &amp; Subscriptions*</b>	<b>\$26,200</b>
<b>TOTAL PROJECTED FY 2021 SAVINGS</b>	<b>\$522,588</b>

\* Proposed FY 2022 deferral

## PERFORMANCE MEASURES

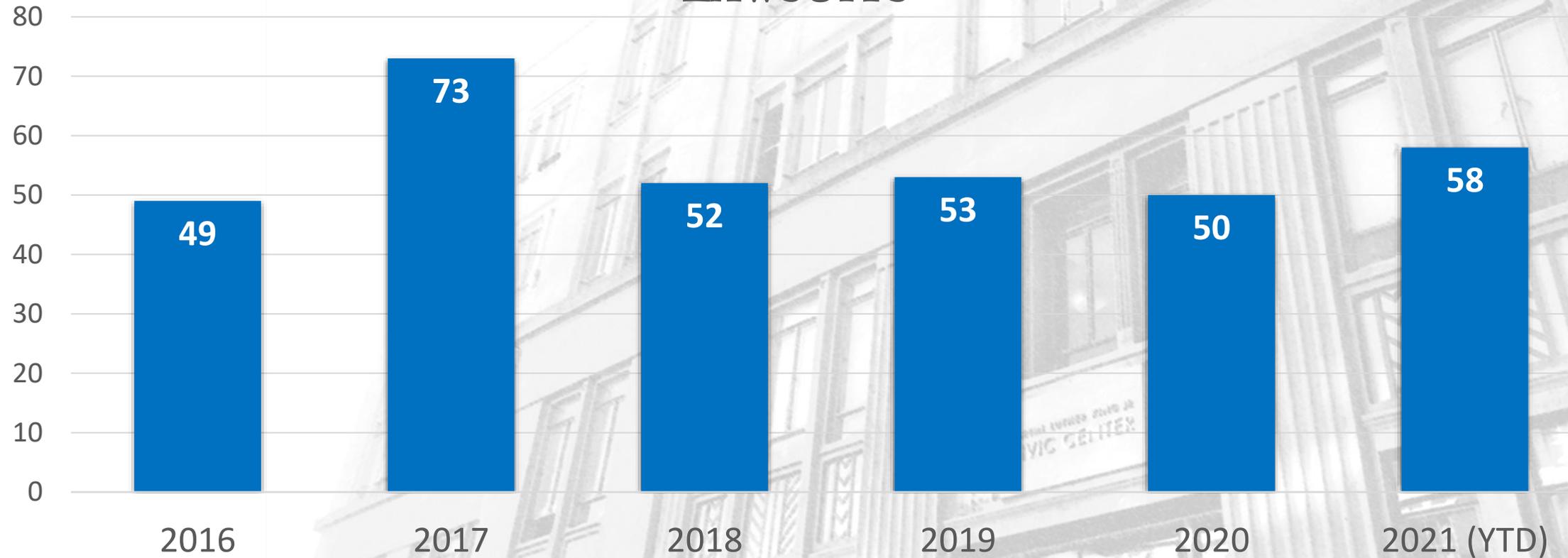
Measure	Number of Items
Number of active lawsuits	58
City Council & Policy Committee meetings (2020)	159
Number of claims resolved (2020)	179
Public Records Act responses (2020)	154

## PUBLIC RECORDS REQUESTS



# CITY ATTORNEY

## LAWSUITS



## ACCOMPLISHMENTS

MEASURE		Votes For	% For	Votes Against
FF **	Fire, Emergency Services and Wildfire Prevention Tax	43,756	74.19%	15,2
GG **	Tax on Transportation Network Company Trips	34,001	58.78%	23,8
HH	Utility Users Tax	27,175	47.02%	30,6
JJ **	Charter Amendment: Mayor and Council Compensation	50,244	84.65%	9,1
KK **	Charter Amendment: Administrative Provisions and City Attorney	35,742	64.62%	19,5
LL **	GANN Limit Spending Authority	41,762	75.05%	13,8
MM **	Rent Stabilization Ordinance	44,947	81.38%	10,2
		32,033	56.84%	24,3

\*\* Passed

- Supported the City's COVID-19 response
- Supported the development of ballot measures including Charter amendments
- Supported the City's efforts to re-imagine public safety
- Supported new City Council policy initiatives
- Updated telecommunications ordinance and guidelines



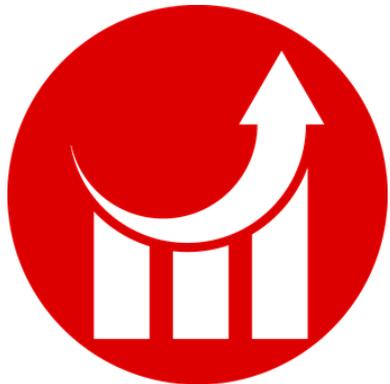
**CHALLENGES & OPPORTUNITIES**

Increasing need to support new and novel policy initiatives

Increasing number of complex litigation matters

Addressing increased workload during hiring freeze

Managing electronic records and case information



## TECHNOLOGICAL NEEDS



Modernizing office technology to improve efficiency of our work

Immediate needs include:

- Project and document management software
- Calendaring software
- E-discovery platform



## ADDITIONAL FUNDING REQUESTS

### General Fund Requests

Fund modern document management and e-discovery software		\$26,000.00
Fund projected settlements and judgments		\$800,000.00
Fund projected outside counsel costs		\$1,400,000.00

CITY ATTORNEY

**QUESTIONS?**

MARTIN LUTHER KING JR  
CIVIC CENTER