

# City Council Work Session Memo

**From:** Paul M. Briseno, City Manager

**Council Meeting:** December 8, 2020

**Subject:** City Attorney Legal Services Agreement Renewal

**Person(s) Responsible:** Paul Briseno, City Manager

## **Summary:**

Annually, the City Council approves the legal services agreement with City Attorney Steve Britzman. The attached agreement is consistent with the 2020 agreement. The only substantial change is the fee, which has a proposed increase of 2%.

## **Background:**

The City Attorney is one of three positions appointed by Council as outlined in the City Charter. The City Attorney services are contracted and outlined within an annual agreement. The agreement outlines the performance of legal service, conflicts of interests, reimbursement for services and services noted on page 2 items 1-15.

## **Discussion:**

The proposed 2021 Agreement reflects the same parameters as the 2020 Agreement; however, the fee is increased by 2%. The 2021 annual contract is \$99,105.72 and an hourly rate of \$175.00 for litigation or substantial recodification. Additionally, \$3,000 is budgeted for membership and registration of professional trainings.

New this year a section was added to the agreement outlining the addition and process for selecting an Assistant City Attorney. The added position would assist in the absence of the City Attorney. This change does not increase the annual contract.

## **Legal Consideration:**

None.

## **Financial Consideration:**

There are no financial considerations other than the 2% increase.

## **Options and Recommendation:**

The City Council has the following options:

1. Approve as presented
2. Amend
3. Deny
4. Refer to a Study Session
5. Do Nothing

The City Attorney and City Manager discussed and recommend the proposed agreement.

**Supporting Documentation:**

Memo

Contract – clean

Contract – marked