



# COUNCIL REPORT

**DATE:** October 10, 2023  
**CATEGORY:** Consent  
**DEPT.:** Community Development  
**TITLE:** **Additional Expenditures for Legal Services by Burke, Williams & Sorensen, LLP**

## **RECOMMENDATION**

Authorize expenditures by the Community Development Department in an amount not to exceed \$225,000 for outside legal services performed by Burke, Williams & Sorensen, LLP, related to review of the Building Code, land use, planning project review, and preparation of related agreements.

## **BACKGROUND**

The City has an existing agreement with Burke, Williams & Sorensen, LLP, to provide professional legal services related to planning and land use, including review of development projects and preparation of agreements; housing law and policy; affordable housing projects; real estate transactions; and economic development activities. The legal services under this agreement are utilized to support several City departments: Community Development, Housing, and Public Works. This fiscal year (2023-24), the Community Development Department expects to spend approximately \$225,000 for legal services with this firm for projects related to the Planning and Building Divisions. Of these costs, \$180,000 will be paid by developers with the remaining amount being paid out of the Community Development budget.

## **ANALYSIS**

City Council Policy A-10 requires City Council authorization when compensation for services will exceed \$100,000. As noted above, legal services for the Community Development Department under the Burke, Williams & Sorensen, LLP agreement are estimated to be \$225,000 for Fiscal Year 2023-24. Therefore, staff is requesting Council authorization to exceed the \$100,000 amount for the contract with Burke, Williams & Sorensen, LLP.

## **FISCAL IMPACT**

As noted above, \$180,000 of these costs will be paid by developers with the remaining amount already appropriated and available in the Fiscal Year 2023-24 Community Development budget.

Therefore, no additional funds are being requested at this time. The \$225,000 estimated for the contract are anticipated to be used in the following manner:

- \$205,000 will be used by the Planning Division for land use, project review, and related agreements; and
- \$20,000 will be used by the Building Division for Building Code review.

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851-10-10-23CR  
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