



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 10, 2021

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER

SUBJECT: RECOMMENDATION TO APPROVE AMENDED AGREEMENT FOR LEGAL SERVICES WITH COLANTUONO, HIGHSMITH & WHATLEY, PC

MEETING

DATE: JUNE 23, 2021

SUMMARY RECOMMENDATION:

Approve amended legal services agreement with Colantuono, Highsmith & Whatley, PC, confirming the firm's designation of Matthew T. Summers as Calabasas Contract City Attorney.

BACKGROUND:

The law firm of Colantuono, Highsmith & Whatley, PC has provided general legal services to the City of Calabasas since 2004. The City's contract for legal services was last amended in 2014 to reflect the firm's name change from Colantuono & Levin, PC to Colantuono, Highsmith & Whatley, PC, upon the elevation of Teresa Highsmith and Holly Whatley to shareholders.

At this time, the Contract City Attorney Scott Howard designated by the firm intends to reduce his duties and the Council is asked to confirm the designation by the Firm of Matthew T. Summers as Contract City Attorney by amending the legal services agreement accordingly. Mr. Howard, together with other attorneys in the Firm, will continue to provide legal services to the firm's clients, including Calabasas.

All substantive terms and conditions of the existing agreement, as amended in 2014, remain exactly the same with the following two exceptions:

- 1) Section 2 provides for Mr. Summers as the City's primary legal advisor.

- 3) Section 7 has been updated to reflect that the Firm utilizes secure cloud storage services to maintain part of the City's client file in electronic format in its provision of legal services.

FISCAL IMPACT/SOURCE OF FUNDING:

There is no projected fiscal impact caused by the proposed changes to the legal services agreement.

REQUESTED ACTION:

Approve the amended legal services agreement with Colantuono, Highsmith & Whatley, PC.

ATTACHMENT:

Amended Legal Services Agreement