

# CITY ATTORNEY'S OFFICE

## Mission

*The Mission of the City Attorney's Office is to provide timely, cost-efficient, quality services and advice to support the City Council, the City Manager, and the City departments, boards and agencies in fulfilling their missions and goals; and to advance, advocate and safeguard the interests of the City within the bounds of the law.*

## Program Description

The City Attorney's Office provides timely, cost-efficient, quality services and advice to support the City Council, the City Manager, and all City departments, boards and agencies in fulfilling their missions and goals; and advances, advocates and safeguards the interests of the City within the bounds of the law.

- ❖ **Litigation** - Handles the defense of lawsuits against the City and the prosecution of City lawsuits against others. Also included in this function are matters involving land use/zoning, code violations, employee issues and civil forfeitures.
- ❖ **Transactional** - Assists departments in drafting or reviewing agreements and contracts, real estate transactions, and purchasing issues and procedures.
- ❖ **Legislation** - Drafts or assists City staff in drafting ordinances and resolutions and performs any research associated therewith.
- ❖ **Legal Advice** - Advises City staff on all legal issues including city code and state statute interpretation, employee matters, police advice and training, and general legal questions.

DEPARTMENT SUMMARY					
	Actual 2005/06	Actual 2006-07	Budget 2007/08	Budget 2008/09	% Change
Personnel	1,031,018	1,074,091	1,129,840	1,147,490	2%
Operating	327,540	137,056	417,010	411,910	-1%
Internal Services	111,931	117,266	123,970	123,390	0%
Capital	14,416	11,380	6,000	6,000	0%
<b>Total City Attorney's Office</b>	<b>1,484,905</b>	<b>1,339,793</b>	<b>1,676,820</b>	<b>1,688,790</b>	<b>1%</b>

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<b>DEPARTMENT FULL TIME EQUIVALENT POSITIONS</b>				
	<b>Actual 2005/06</b>	<b>Actual 2006/07</b>	<b>Budget 2007/08</b>	<b>Budget 2008/09</b>
City Attorney's Office	12.0	12.0	12.0	12.0
<b>Total City Attorney's Office</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

## Program Highlights

- ❖ The City Attorney's Office is supported by twelve full time equivalent positions, the same as the 2007/08 budget.
- ❖ Personnel costs represent 68% of this program's budget.
- ❖ The operating budget of \$411,910 includes \$315,000 for outside professional services, the same as the 2007/08 budget.
- ❖ Funding for the support of capital expenditures for books and publications remains the same at \$6,000, the same level as 2007/08 budget.
- ❖ There have been no other significant changes in the City Attorney's Office. The budget for this Department reflects an increase of 1% over the 2007/08 budget.