

CITY ATTORNEY
FUND NO. 001
ACCOUNT NO. 0301

DESCRIPTION

The City Attorney is appointed by the City Council and acts as legal advisor and counsel for legal issues involving City and Redevelopment Agency matters. The City Attorney represents the City Council, City Manager, City administrative staff, Redevelopment Agency, and others as required to represent the City in litigation and to direct the City's legal service.

MISSION

The City Attorney's office provides expert legal advice and advocacy to and on behalf of the City Council, the Redevelopment Agency, Public Financing Authority, and their committees and commissions, as well as to the City Manager and all city departments, so that policies are established and programs administered within the guidelines established by city, state, and federal laws.

GOALS

- ◇ Maximize efficiency of risk management services.
- ◇ Prosecute and defend all legal actions involving the City and Redevelopment Agency, including workers' compensation matters.
- ◇ Enforce the Municipal Code through prosecution and other legally appropriate processes.
- ◇ Analyze legislation affecting the City and Redevelopment Agency.
- ◇ Prepare legislation, contracts, agreements, and other legal documents.
- ◇ Review various documents as to their legality and sufficiency.
- ◇ Protect municipal revenue sources and review existing City Charter and documents for efficient and effective use of resources.

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

1. Oversee outside counsel for workers' compensation and ensure efficient and cost effective delivery of legal services.

Development of performance and reporting standards for outside workers' compensation counsel.

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| 2. Review General Plan update—including CEQA document for legal adequacy. | Active support and participation in development of General Plan update—including, CEQA documentation. |
| 3. Continue providing legal advice and guidance regarding infrastructure development and funding; coverage of costs of service delivery to new development. | Legal compliance review of infrastructure development. |
| 4. Review state proposals and actions impacting municipal revenues. | Prepare legal comments and recommendations regarding state revenue deductions. |
| 5. Conduct training and orientation sessions for new City Council and Commissioners on open meeting laws, conflicts of interest, and meeting/hearing procedures. | Development of orientation workshops for each identified group. |
| 6. Enforce Municipal Code. | Present additional code enforcement tools to complement criminal enforcement, prepare necessary legislative amendments, conduct a workshop on the same with the City Council, and train code enforcement staff on the use of these new tools. |
| 7. Develop in cooperation with the U.C. and City staff a working set of ordinances, rules and policies for positive student and community relations. | Presentation of ordinances, rules, and policies on alcohol sales and use and rental policies for residential properties. |

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2005-2006 BUDGET HIGHLIGHTS

The proposed budget goals and objectives were developed focusing on existing City Council goals and working on improvements to the delivery of legal services. The proposed budget also reflects the request to transfer oversight of outside legal workers' compensation budget to the City Attorney's office to improve efficiency, oversight, and accountability. Finally, the City Attorney's Office continues to develop new tools for code enforcement and working closely with senior management and the City Council to protect and enhance local revenue sources.