



# DEPARTMENT SUMMARY

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## City Attorney

Provide correct, helpful, timely and cost-effective legal representation and advice to the City Council and City departments in matters of law pertaining to the functioning of the City.

### About City Attorney

The City Attorney Department is responsible for representation and advice to the City Council, Boards, Commissions and all City officers and staff in all matters of law pertaining to the City.

These responsibilities include, but are not limited to: attending City Council, Planning Commission and other board and commission meetings as needed; handling over 1,000 annual opinion requests and other assignments involving necessary legal work; and weekly agenda preparation and review of items that come before City Council and Planning Commission. In addition, the office is responsible for all City code enforcement and litigation services.

The office is staffed by six attorneys (the City Attorney, three assistants and two deputies) and six clerical staff, which function as a close team in advising the management staff of each of the individual city departments. Many assignments cross over into several departments (e.g., Public Works, Community Development, Risk Management, Parks and Recreation, Police and Fire departments). Attorneys work cooperatively on complex matters such as the negotiations for Airport and Harbor property development, major land use, environmental and water law issues, and complex litigation.

### Fiscal Year 2014 Budget Highlights

The City Attorney's Office will provide legal support to the City Council, City Administrator, and departments in pursuit of their objectives, among other things:

- Municipal Code revisions, particularly those necessary to implement the City's zoning ordinance and the General Plan Update.
- Defense of tort litigation claims and prosecution of city claims;
- Employment law issues, especially employee training regarding state fair employment laws.



# DEPARTMENT SUMMARY

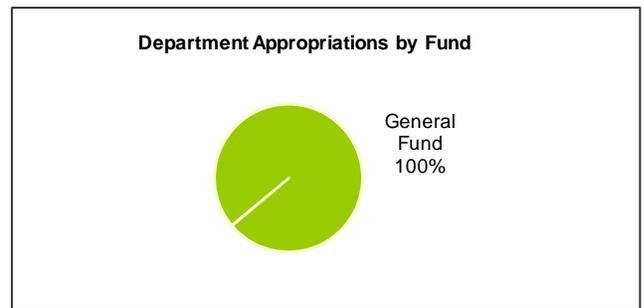
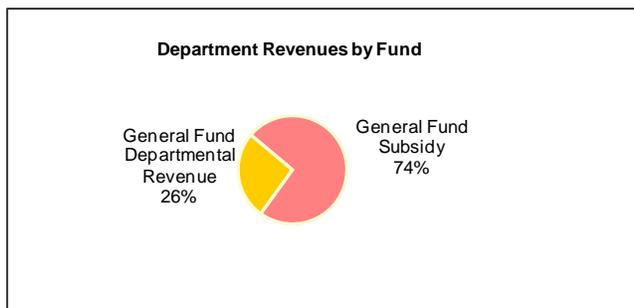
## City Attorney

### Department Financial and Staffing Summary

	Actual FY 2012	Amended FY 2013	Projected FY 2013	Adopted FY 2014	Proposed FY 2015
<b>Authorized Positions</b>	<b>11.40</b>	<b>11.30</b>	<b>11.30</b>	<b>11.30</b>	<b>11.30</b>
<b>Hourly Employee Hours</b>	<b>777</b>	<b>1,230</b>	<b>1,230</b>	<b>1,230</b>	<b>1,230</b>
<b>Revenues</b>					
Other Revenue	\$ 26,076	\$ 30,200	\$ 70,950	\$ 30,204	\$ 65,208
Successor Agency Reimb.	184,664	50,000	133,876	50,000	50,000
Overhead Allocation Recovery	388,855	371,314	371,314	468,135	477,498
General Fund Subsidy	1,323,118	1,559,701	1,450,613	1,547,590	1,598,483
<b>Total Department Revenue</b>	<b>\$ 1,922,713</b>	<b>\$ 2,011,215</b>	<b>\$ 2,026,753</b>	<b>\$ 2,095,929</b>	<b>\$ 2,191,189</b>
<b>Expenditures</b>					
Salaries and Benefits	\$ 1,633,060	\$ 1,738,050	\$ 1,750,154	\$ 1,826,869	\$ 1,880,387
Supplies and Services	289,653	273,165	276,599	269,060	310,802
<b>Total Department Expenditures</b>	<b>\$ 1,922,713</b>	<b>\$ 2,011,215</b>	<b>\$ 2,026,753</b>	<b>\$ 2,095,929</b>	<b>\$ 2,191,189</b>

The City Attorney Department is budgeted in the General Fund.

### Department Fund Composition



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## CITY ATTORNEY PROGRAM

➤ City Attorney

## City Attorney

(Program No. 1211)

### Mission Statement

Provide correct, helpful, timely and cost-effective legal representation and advice to the City Council and all City officers and staff in all matters of law pertaining to the functioning of the City.

### Program Activities

- Represent and advise the City Council, Boards, Commissions and all City officers in all matters of law pertaining to their offices.
- Attend all meetings of the City Council, and give advice or opinions orally or in writing whenever requested to do so by the City Council or by any of the commissions, boards or officers of the City.
- Represent and appear for the City in all actions or proceedings in which the City is concerned or is a party, and represent and appear for any City officer or employee, in all civil actions for any act arising out of his or her employment or by reasons of their official capacity.
- Prosecute on behalf of the people all criminal cases arising from violation of the provisions of the City Charter or of City ordinances.
- Approve the form of all City contracts and bonds issued by the City.
- Prepare proposed ordinances and City Council resolutions and related amendments.
- Perform such legal functions and duties pertaining to the execution of responsibilities mandated by the City Charter.

### Project Objectives for Fiscal Year 2014

- Prepare Zoning Ordinance Amendments in response to Plan Santa Barbara.
- Close cooperation with Risk Management and Department heads on the prevention of tort liability through the development and standardization of new City policies intended to prevent accidents on City-owned properties.
- 🍃 Continue reductions of printed legal documents using scanning and e-mail technologies.



### RECENT PROGRAM ACHIEVEMENTS

The City Attorney's Office continued to provide cost effective legal services concerning all City issues.

## Financial and Staffing Information

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## Measurable Objectives for Fiscal Year 2014

	Actual FY 2012	Budget FY 2013	Projected FY 2013	Adopted FY 2014
<b>Code Enforcement, especially for violations within the Central Business District and the Waterfront and uniform code violations with the industrially zoned area of the City.</b>				
Percent of code enforcement referrals resolved within 180 days of referral	80%	80%	80%	80%

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