

6

SECTION – 6

CITY ATTORNEY

The mission of the Sacramento City Attorney's Office is to provide the highest quality legal services to the City of Sacramento.

DESCRIPTION

The City Attorney serves as the legal advisor to the City Council, City Officers and Department staff, Boards and Commissions as well as the Parking Authority, the Sacramento Public Facilities Financing Corporation, and Sacramento Regional Arts Facilities Financing Authority. The City Attorney's Office (CAO) provides legal representation in criminal, civil and administrative litigation, renders advice and counsel, and prepares ordinances, resolutions, contracts, opinions and other legal documents for the City and the related entities. The City Attorney's Office is organized into administration and three operational sections:

- Administration: The Administration Section develops and implements office policies and procedures; monitors overall office performance; prepares and administers the office budget; handles all personnel hiring and other personnel matters; assembles and analyzes office productivity data, including production of an annual report; and engages in long-range planning. The administration function of the office is performed under the direction of the City Attorney.
- Transactional/Advisory: The Transactional/Advisory Section provides strategic support to the City Council's policy-making function by providing legal advice to the City Council and Charter Officers, and works closely with City departments and divisions providing ordinance drafting, contract negotiations and strategic legal advice regarding a wide range of City issues, including development, land use, finance, and public safety matters.
- Litigation: The Litigation Section handles almost all lawsuits filed by and against the City of Sacramento.
- Neighborhood Safety and Nuisance Abatement: The Neighborhood Safety and Nuisance Abatement Section works collaboratively with the Code Enforcement, Police and other departments regarding City Code enforcement, social nuisance abatement and public safety issues, including training and advising staff on enforcement matters and prosecuting code violations through administrative, civil or criminal proceedings, and social nuisances through civil litigation.

MORE INFORMATION

Please see the following for more information about the City Attorney's Office:

Web site - <http://www.cityofsacramento.org/cityattorney/>

PROGRAMS/SERVICE HIGHLIGHTS

The City Attorney's Office will continue to provide all of the services described in the objectives set out below.

OBJECTIVES FOR FY2008/09

- Zealously and ethically represent the City by devoting the time and resources necessary to assure that each case is investigated, analyzed, researched and prepared for trial or settlement in accordance with the highest legal professional standards.
- Deliver excellent legal advice by continuing to devote the time and resources necessary to assure that requests for opinions, ordinances, contracts and other documents and all other non-litigation matters are completed in a timely and professional manner.
- Work closely, on a continuing basis, with City officers and employees to provide legal advice and training in furtherance of City policies and objectives.
- Provide efficient, cost-effective delivery of legal services, through preparation and implementation of standardized procedures and forms and pursuing additional cost recovery where appropriate.
- Protect the public through vigorous, timely abatement of neighborhood and public nuisances; use appropriate and creative administrative, civil and criminal enforcement methods to obtain compliance with City laws and regulations; work collaboratively with City staff and the community to develop measures that prevent or discourage code violations, especially criminal conduct.

APPROVED BUDGET/STAFFING CHANGES

Service Level Impacts

The City Attorney's budget will be reduced by \$1,079,000 including the unfunding of 5.0 FTE positions, which includes one attorney position. Capital Improvement Program (CIP) monies originally budgeted for CAO improvements, including law library construction, compact file storage, and additional attorney offices, will be transferred to the operating budget and construction of these improvements deferred to a later date. These reductions will result in the following service level impacts:

Litigation Section

- May necessitate sending litigation cases to outside counsel depending on number of new litigation cases brought against the City.

Transactional/Advisory Section

- Some degradation in opinion response time is anticipated.

Law Library, File Storage, Attorney Offices

- Transfer of CIP monies defers construction of law library, compact file storage and additional attorney offices that were not completed upon move to New City Hall.

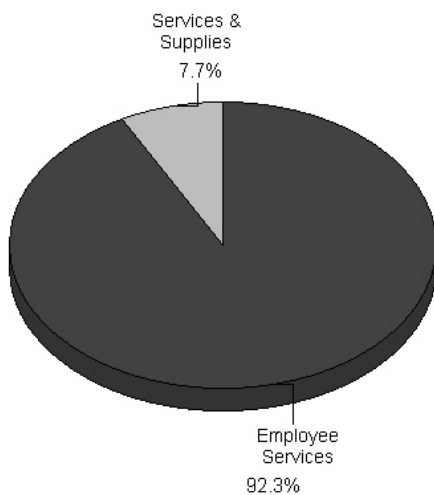
Department Budget Summary

City Attorney Budget Summary	FY 2006/07 Actual	FY 2007/08 Approved Amended	FY 2008/09 Approved	Change More/(Less) Approved/Amended
Positions (FTE)	58.00	58.00	58.00	0.00
Budgeted Expenditures				
Employee Services	6,641,992	6,735,394	6,973,442	(411,246)
Services & Supplies	989,690	565,452	565,452	(20,776)
CIP & Grant Offsets	0	0	0	(568,999)
Total:	7,631,682	7,300,846	7,538,894	(1,001,021)

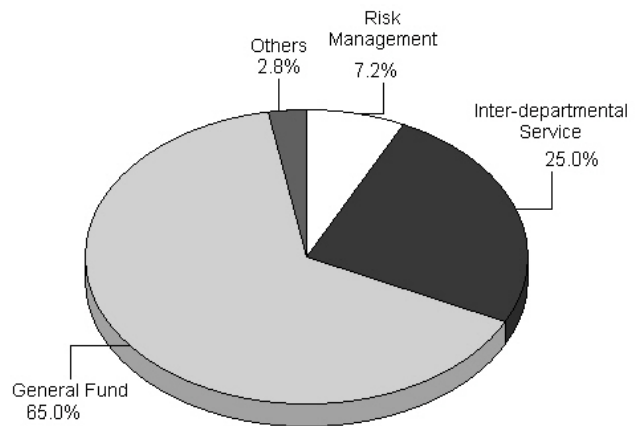
Funding Summary by Fund/Special District

College Park CFD	0	0	11,500	0	(11,500)
General Fund	5,527,773	5,178,326	5,404,874	4,251,754	(1,153,120)
Inter-departmental Service	1,458,395	1,480,361	1,480,361	1,635,118	154,757
N Natomas CFD	11,500	0	0	0	0
Risk Management	471,112	471,112	471,112	471,112	0
Water	162,902	171,047	171,047	179,889	8,842
Total:	7,631,682	7,300,846	7,538,894	6,537,873	(1,001,021)

Budgeted Expenditures - FY09



Funding Summary - FY09



FY2008/09 Approved Budget

Division Budget Summary

City Attorney Division Budgets	FY 2006/07 Actual	FY 2007/08 Approved	FY 2007/08 Amended	FY 2008/09 Approved	Change More/(Less) Approved/Amended
City Attorney	7,431,682	7,100,846	7,338,894	6,337,873	(1,001,021)
Litigation	200,000	200,000	200,000	200,000	0
Total:	7,631,682	7,300,846	7,538,894	6,537,873	(1,001,021)

Staffing Levels

City Attorney Division FTEs	FY 2006/07 Actual	FY 2007/08 Approved	FY 2007/08 Amended	FY 2008/09 Approved	Change More/(Less) Approved/Amended
City Attorney	58.00	58.00	58.00	58.00	0.00
Total:	58.00	58.00	58.00	58.00	0.00