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The mission of the City Attorney's Office is to provide the City Council and City officers, boards, commissions, committees, and employees with high quality, effective, and efficient legal counsel while pursuing City goals, protecting City resources, and thereby safeguarding the interests of the Corona community.

The Office's guiding core values are: accountability, ethics, quality, professionalism, effectiveness, efficiency, problem-solving, and tenacity.

The City Attorney's Office ultimately advocate for and serve the interests of the Corona community, as identified through the City Council's policies and laws and as implemented through its officers, boards, commissions, committees, and employees.

***"Advocating for the Corona Community"***

## Summary of Services

### **City Attorney's Office**

The City Attorney's Office represents and advises the City Council, as well as all other City officers, boards, commissions, committees and employees, in legal matters pertaining to their City offices and employment, to the extent required or allowed by law and as otherwise directed by the City Council. The office also oversees City representation by outside attorneys in some situations.

The City Attorney's Office performs all legal work and represents the City in all actions at law, including acquisition, sale or abandonment of real property, including acceptance of deeds on behalf of the City, providing representation on all claims against the City, and also works to draft or assist in drafting all ordinances, resolutions, motions, agreements and contracts to be made or entered into by the City, as well as approving the form of such instruments.

## Department Accomplishments for Fiscal Year 2013-14

- Delivered cost-savings and greater service, including expanded and more direct access to the legal team for officials and staff.
- Continued to work with the Police Department and the Community Development Department to close illegal marijuana dispensaries.
- Worked on approximately 250 projects for all City departments, including:
  - Worked with the Fire Department to update and improve their employment application, investigation and hiring package.
  - Worked with the Police Department to update and improve their rotational towing service program, including rules, specifications and agreement.
  - Managed multiple property acquisition matters, involving numerous parcels and property owners.
  - Continued to manage citywide cell tower license agreements, thereby freeing-up other departments, streamlining process, enhancing City's bargaining position and maximizing benefits.
- Established legal and computer resources, as well as a document management system necessary to provide effective and efficient access to City's two decades of historical legal work product.
- Handled more than 30 litigation matters, including the successful dismissal of the following cases at no cost to the City:
  - a case involving \$3M in fire damage at the airport;
  - a case involving a \$500,000 property transaction; and
  - a case involving significant personal injury at a park (while the injury was unfortunate, the City was not responsible and a loss would have helped establish an expensive precedent for the City).
- Successfully handled multiple litigation matters for the Police Department, including personnel, civil rights, gun confiscation, and Pitchess motions.
- Successfully transitioned management and primary responsibility for three eminent domain litigation matters, in an on-going effort to expand expertise and reduce outside legal counsel expenses.
- Successfully expanded experience with transactional and litigation of California Environmental Quality Act, or CEQA, issues, also in an on-going effort to expand expertise and reduce outside legal counsel expenses.

## Department Goals for Fiscal Year 2014-15

- Provide continuous evaluation of cost-saving measures through June 2015.
- Provide enhanced service and more direct access for City officials and employees through June 2015.
- Continue to look for opportunities to expand expertise and reduce outside legal counsel expenses, including in areas such as eminent domain and CEQA.

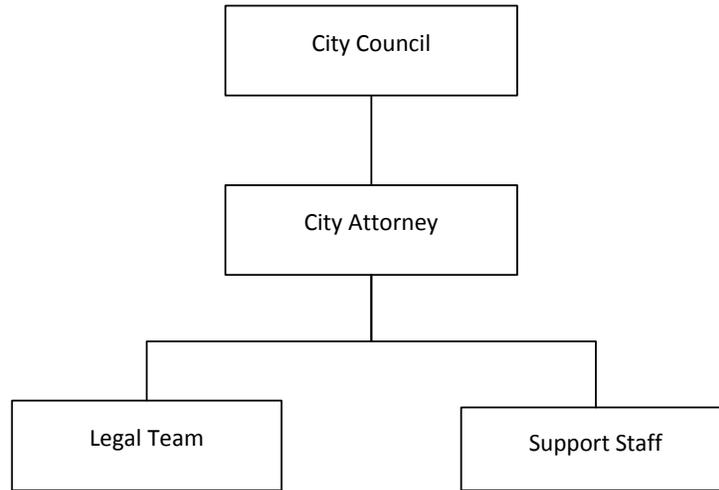
## **City Attorney's Office**

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- Continue to look for opportunities to work with other departments to provide enhanced service, in-depth updates, and improvements to their policies and procedures.
- Develop and retain high quality professional staff dedicated to the City Attorney Office's mission statement through June 2015.
- Promote a tenacious yet fair and professional reputation in on-going advocacy for the City in order to best protect City resources and safeguard community interests through June 2015.

## Department Organizational Chart by Function City Attorney's Office

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# Financial Summary Operational

**CITY ATTORNEY'S OFFICE**

<u>Account/Description</u>	<u>Actual Expenditures FY 2011-12</u>	<u>Actual Expenditures FY 2012-13</u>	<u>Adopted Budget FY 2013-14</u>	<u>Cumulative Budget FY 2013-14</u>	<u>Adopted Budget FY 2014-15</u>
<b>BUDGET SUMMARY</b>					
1000 Salaries - Benefits	\$ -	\$ 526,059	\$ 1,100,370	\$ 1,112,688	\$ 1,134,216
2000 Services - Supplies	-	28,339	452,698	443,698	443,698
5000 Capital Outlay	-	-	-	-	-
Total Department	<u>\$ -</u>	<u>\$ 554,398</u>	<u>\$ 1,553,068</u>	<u>\$ 1,556,386</u>	<u>\$ 1,577,914</u>
<b>PROGRAMS</b>					
2011 City Attorney's Office	<u>\$ -</u>	<u>\$ 554,398</u>	<u>\$ 1,553,068</u>	<u>\$ 1,556,386</u>	<u>\$ 1,577,914</u>
Total Program	<u>\$ -</u>	<u>\$ 554,398</u>	<u>\$ 1,553,068</u>	<u>\$ 1,556,386</u>	<u>\$ 1,577,914</u>
<b>FUNDING SOURCES</b>					
110 General Fund	<u>\$ -</u>	<u>\$ 554,398</u>	<u>\$ 1,553,068</u>	<u>\$ 1,556,386</u>	<u>\$ 1,577,914</u>
Total Funding	<u>\$ -</u>	<u>\$ 554,398</u>	<u>\$ 1,553,068</u>	<u>\$ 1,556,386</u>	<u>\$ 1,577,914</u>