



# City Attorney's First Annual Update

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CITY COUNCIL MEETING July 19, 2022

City Staff Representatives:

Alicia R. Calderón, City Attorney



# City Attorney

## Charter Section 8.1

- ☐ Shall serve as the chief legal advisor of the City
- ☐ Shall advise the Council and other City Officials in matters related to their official powers and duties
- ☐ Shall supervise City Attorney's Office employees
- ☐ May recommend special counsel



## **Purpose:**

- ❑ Provide aggregate data and reports on work completed by the City Attorney's Office to show the types of data now being tracked
- ❑ Share with City Council and the Public some of what the City Attorney's Office does
- ❑ Explain some of the changes being made, like tracking data, since becoming City Attorney
- ❑ Provide privileged information about litigation in executive session



## Changes and Challenges

- ❑ Departure and Hiring of new Assistant City Attorney
- ❑ Departure and Hiring of new Legal Assistant
- ❑ Adopting Monday.com as a tracking method for projects
- ❑ Organizing legal files
- ❑ Review and shredding of over 26 boxes of legal files from Margaret
- ❑ Supporting the prosecutor and having the Legal Assistant provide administrative support (motions, discovery, trial preparation)

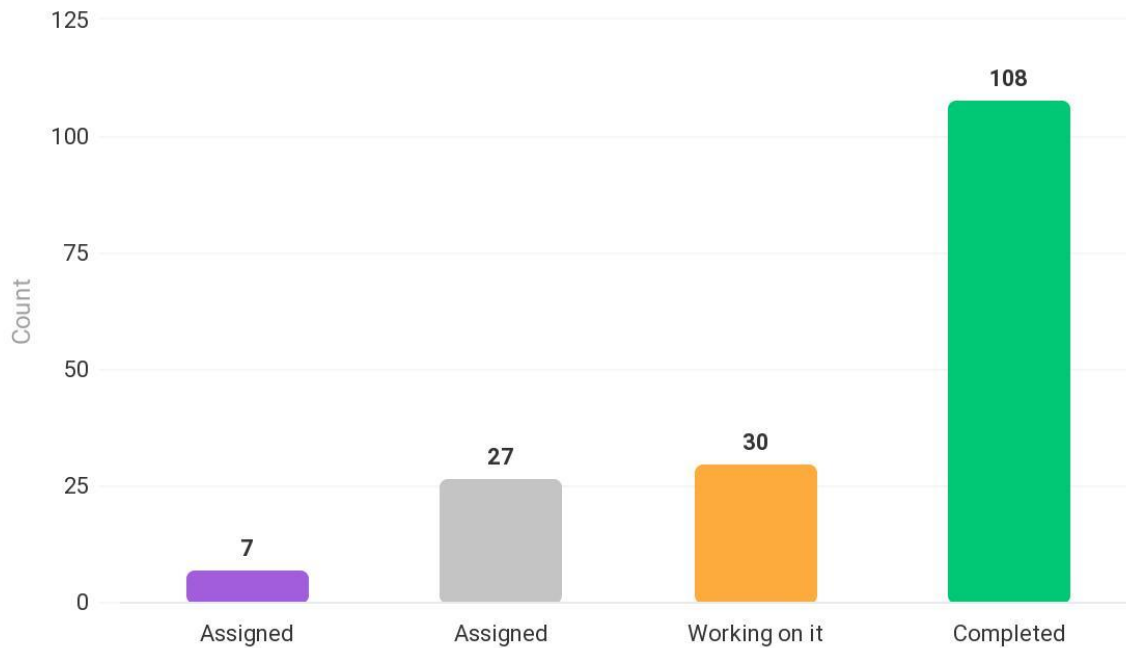


Monday.com





# All Department Projects



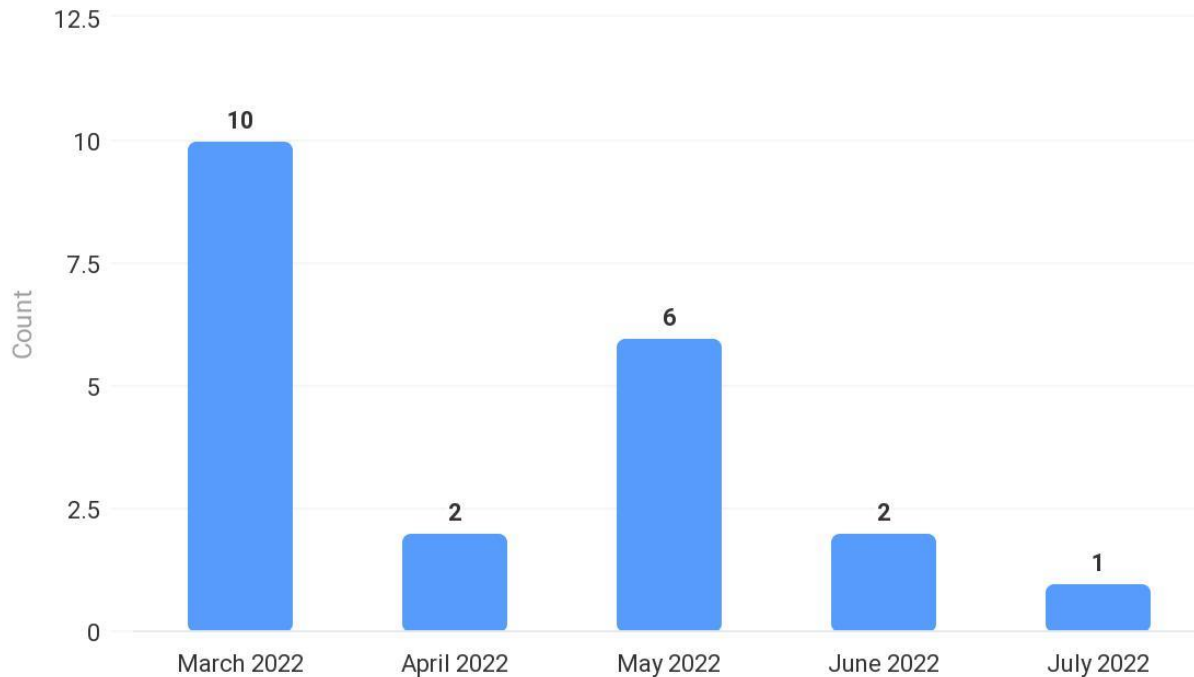


## Contracts & Agreements

- ❑ Assisted Procurement with execution of at least 185 contracts
- ❑ Currently collaborating on the execution of at least 56 contracts and/or agreements that are expected to execute by year end 2022.



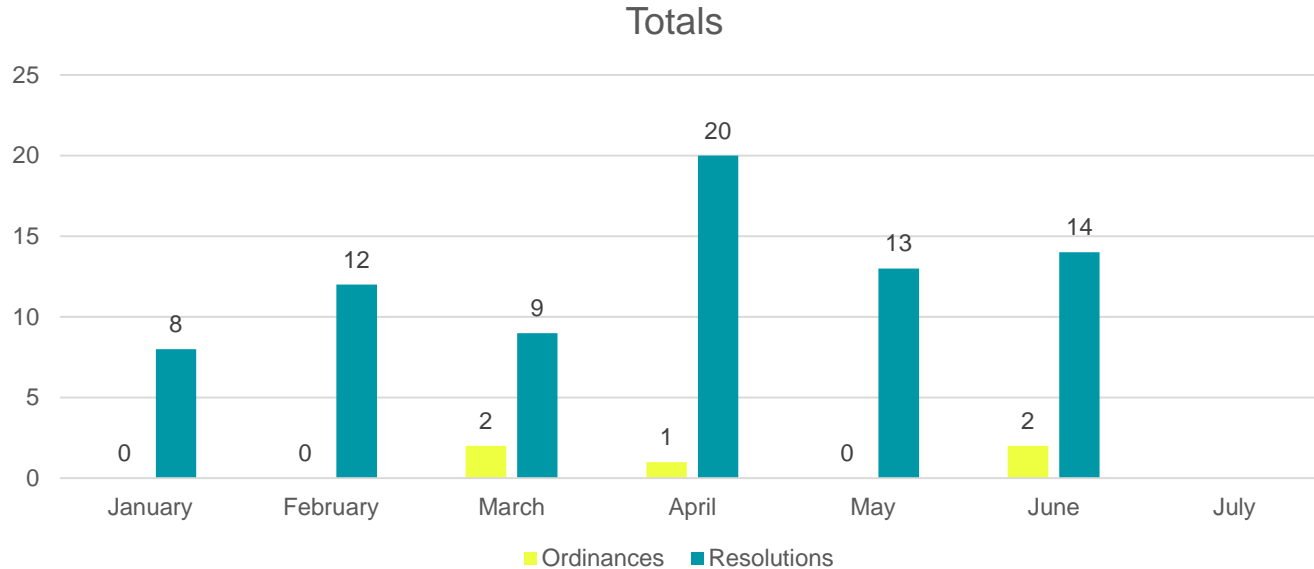
## Reviewed Resolutions





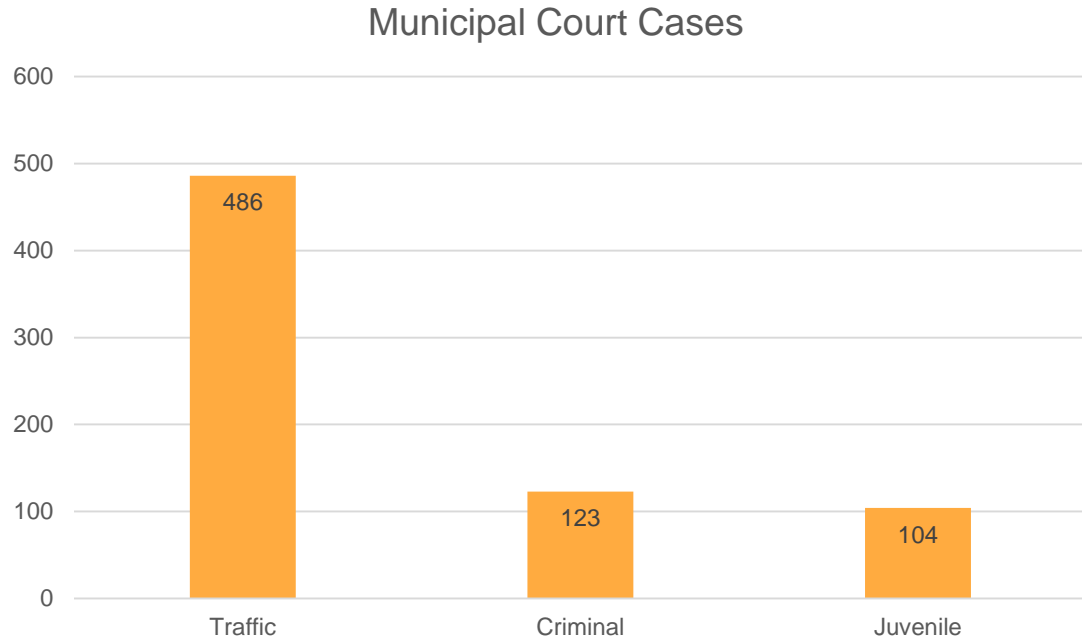


# Resolutions and Ordinances





# Municipal Court



Restitution  
Ordered

**\$27,234.49**



## Request to go into Executive Session

- ☐ To review litigation report
- ☐ To provide direction on negotiations related to pending litigation
- ☐ To receive performance evaluation feedback