



CITY ATTORNEY'S OFFICE

Jose M. Sanchez, Acting City Attorney



CITY OF
MODESTO
CALIFORNIA

REVIEW OF SERVICE AREAS

City Attorney's Office



DEPARTMENT OVERVIEW

- The City Attorney supports the City's daily operations and critical public services, and provides additional legal work as directed by Council or requested by staff.
 - Provides advice to the City Council and staff on:
 - procedural and substantive legal issues;
 - legal risks and consequences; and
 - conduct of City Council business.
 - Drafts and/or reviews a large variety of legal documents necessary for the daily operation of the City, including contracts, leases, deeds, resolutions, ordinances, agreements and reports.
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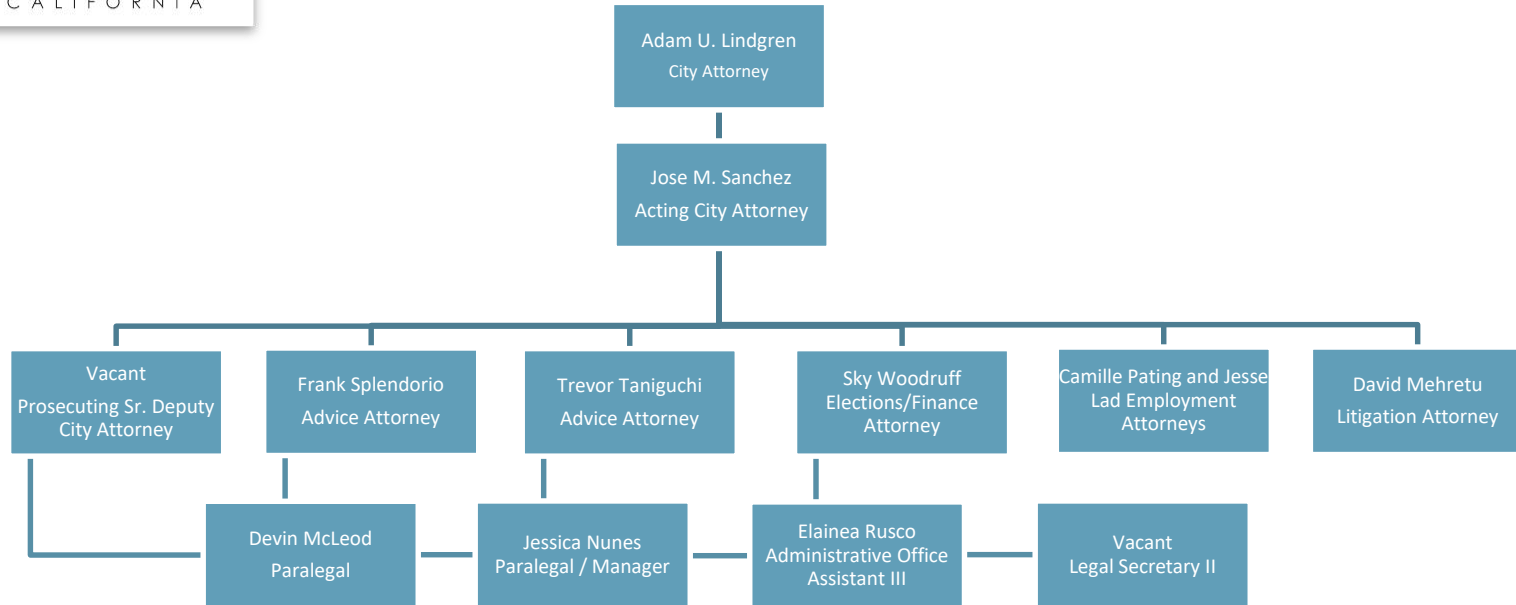


DEPARTMENT OVERVIEW CONTINUED

- Appears in court on behalf of the City and represents the City in both criminal and civil matters.
 - Reviews documents provided in response to Public Records Requests and responds to Subpoenas for records.
 - Responds to Administrative Appeal Requests and facilitates Administrative Appeal Hearings.
 - Prosecutes criminal violations of the Modesto Municipal Code and state law, including:
 - housing and building codes;
 - business license codes; and
 - crimes involving public peace, morals, and welfare.
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REVIEW OF SERVICE AREAS





OVERVIEW OF DEPARTMENT FUNDING

City Attorney's Office



REVENUE OUTLOOK

	FY 19/20	FY 20/21	CHANGE	COMMENTS
Direct Charge Agreements	\$68,251	\$77,654	Increase of \$9,403	<i>Increase in Salary of staff</i>
TOTAL	\$68,251	\$77,654		



Department Expenditure Budget by Fund

Fund Name	Current FY 19/20	Proposed FY 20/21	Change
04010-City Attorney's Operating Fund	\$1,830,698	\$1,607,012	(\$223,686)
04020- City Attorney's Outside Legal Services	\$350,000	\$350,000	\$0
Total	\$2,180,698	\$1,957,012	(\$223,686)



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OVERVIEW OF DEPARTMENT REDUCTIONS

City Attorney's Office



Review of Reductions

One-time reduction of two vacant positions:

- Sr. Deputy City Attorney (New position proposed to be funded with 04010 Legal Services funds traditionally used for contract legal services) – Reduction of \$129,185
 - Legal Secretary II - Reduction of \$97,410
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FY 20-21 DEPARTMENT OUTLOOK

City Attorney's Office



Impacts to Department Services in FY 20-21

Sr. Deputy City Attorney (04010 Legal Service):

This position was intended to be a new position. Position was funded by discretionary Legal Services funds used for contract legal services in past. This will result in the reduction of legal services by \$129,185, which will impact legal assistance with discretionary projects, day-to-day operations and community prosecution.



Impacts to Department Services in FY 20-21

Legal Secretary II:

The impact of the one-time reduction of our Legal Secretary II will be felt by the three remaining staff members, mainly two Paralegals that will split the desk of Community Prosecution and Administrative Hearings. Administrative duties will be shared by all three staff members.



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