

### City Attorney's Office | City Prosecutor's Office



## Budget Presentation

# FY2023

Legal Services Presentation



## Department Summary of Services

- Our main purpose is to advise the City how to stay compliant with the law and proactively minimize liability.
- We are advisors and advocates for the City but not necessarily litigators; for example, property damage and employment claims handled by insurance company City County Insurance Services.
- Appointed by Council
- Small Department: One City Attorney, One Asst. City Attorney and One Legal Assistant
- Manage City Prosecutor Contract



### Proposed Budget Summary

	FY20 Actuals	FY21 Actuals	FY22 Amended	FY23 Proposed
5 PERSONNEL SERVICES	252,203	432,103	457,065	509,120
6 MATERIALS & SERVICES	388,999	398,142	409,721	468,315
<b>Grand Total</b>	<b>\$ 641,202</b>	<b>\$ 830,245</b>	<b>\$ 866,786</b>	<b>\$ 977,435</b>

- CAO has three FTE with no anticipated changes in this fiscal year.
- Materials & Services total represents both the City Attorney's Office and the cost of City Prosecutor's Office contract and overhead.
- Experienced an increase in personnel costs because City implemented non represented employee pay study.



## FY22 Accomplishments

**Economic Development**  
**Development Code Update Project**  
**Procurement Process Improvements**  
**Claim Response**



## FY22 Accomplishments

**Policy Review**

**Development Review/Processes**

**City Council Training**

**CAO Work Plan**



## FY23 Initiatives

- **Economic Development** – Assist with bringing SEDA and the Council economic development projects to fruition including the Glenwood Riverfront Area and the Blue McKenzie Project.
- **Development Code Update Project** – Continuing to participate as a core team member and assist with drafting an updated Development Code, focusing on the housing code and commercial and industrial code sections.
- **Liability Prevention** – Assist the City with continued implementation of the Enterprise Risk Management Program, continue to invest in relationship with City County Insurance Services and advise Springfield Police Department on new policies and process improvements and in employment matters.
- **Claim Response** – Continue to assist City staff and outside counsel to best position City for pending liability claims.



## FY23 Initiatives

- **Fire Governance Support** – Provide advice on process and substantive legal issues for intergovernmental fire governance discussions and meetings.
- **Effective & Efficient City Services** – Continue to assist in streamlining and improving internal City processes for procurement, the process for advising the Council and Staff on new legislation, improving the City Council training process and continued management of the City Prosecutor services contract.
- **ARPA Funding Support** – Advise staff on legal compliance and procurement for federal ARPA funding related projects.
- **Comprehensive Planning Projects Support** – Provide legal support to DPW Comprehensive Planning staff on upcoming initiatives such as the City's Goal 5 Inventory, site specific comprehensive plan, and Climate-Friendly and Equitable Communities (CFEC) rulemaking review and implementation.



## FY2024-2026 Future Years Considerations

- **Economic Development** – Continue to assist with legal aspects of economic development efforts in urban renewal areas and the revitalization of Downtown, Glenwood and throughout the City.
- **Housing** – Advise and participate in City efforts to increase housing supply, address issues surrounding the unhoused and the housing continuum.
- **Liability Prevention** – Assist Council and staff in minimizing City liability through the Enterprise Risk Management Program, improve City policies, and legal advice to Springfield Police Department.
- **Effective & Efficient City Services** – Continue to assist in streamlining and improving internal City processes and evaluating legal aspects of providing City services with new technologies.
- **Climate Regulation** – Advise and participate in City efforts to respond to upcoming legislation and state rulemaking about climate change.
- **Equity Lens** – Assist City with overall efforts to promote diversity, equity and inclusion in City policies, practices and procedures.





# City Attorney's Office

FY2023

## Contact Information

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