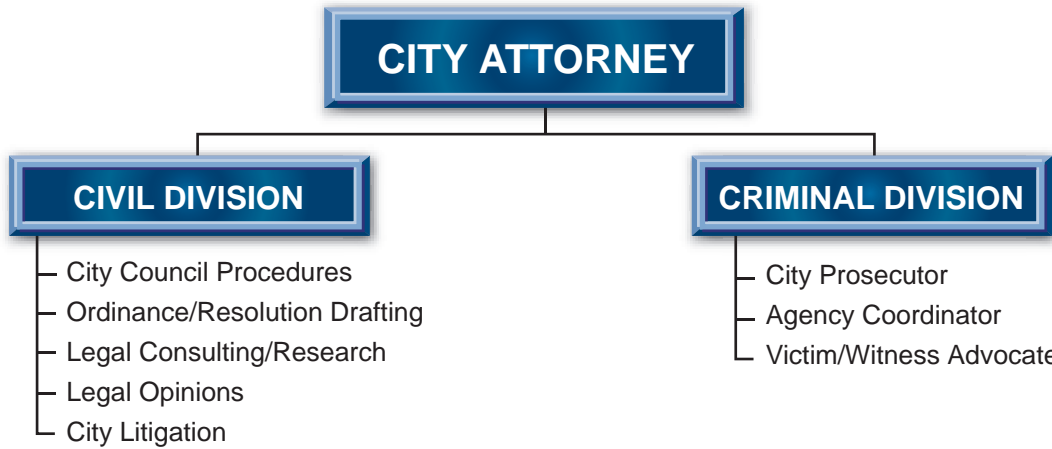


City Attorney's Office



Mission Statement

Our mission is to provide timely and effective advice and professional representation to the city's officials; and to provide protection to the citizens of North Las Vegas through timely and just prosecution of the accused.

Department Description

The City Attorney is the chief legal officer of the city. The City Attorney's Office has two divisions, civil and criminal, and performs the following core services:

Division/Major Program Description

The **Civil Division** advises the City Council and the City Manager on the legality of various substantive and procedural matters, and researches issues in connection with the development of ordinances, resolutions and other City Council actions. The division also serves as legal consultant to all city departments, commissions and boards, including the Planning Commission, North Las Vegas Library District and Civil Service Board. It gives written or oral legal opinions with respect to issues brought to its attention. The division defends the City in all lawsuits filed against the City, including civil rights litigation and other general litigation matters such as quiet title actions, personal injury actions and land use entitlement matters. Such effort includes representing the City in court

trials, mediations and arbitrations, including the preparation and attendance at depositions and hearings before the various judicial courts of Nevada, the Federal Courts, the Local Government Employee Management Relations Board and the Nevada Equal Rights Commission. The Division also supervises outside attorneys who work on litigation for the city.

The **Criminal Division** prosecutes persons charged with violating misdemeanor laws of the State and City. It includes traffic, building code or use permit enforcement, domestic batteries and first and second offense driving under the influence violations. The division works closely with the Police Department and the Municipal Court Clerk and staff as well as the office of the Municipal Court Judge. The Criminal Division also works in conjunction with other courts and public agencies in the state and Clark County. It includes, for example, the Department of Motor Vehicles regarding licensing matters, the Family Division of the Eighth Judicial District Court on domestic violence matters, the Nevada Highway Patrol, the Clark County District Attorney's Office and the Clark County Health District.



Fiscal 2003-04 Highlights

- 33% decrease in expenditures on outside counsel due primarily to use of in-house resources on employment law matters.
- Successful resolution of three employment law litigation cases, one, ten years old, one eight years old, and one, six years old.
- Successful implementation of a new case management system for the Criminal Division, which handles matters before the busiest Municipal Court in the State of Nevada.

Fiscal 2004-05 Goals

- To effectively represent the City and its officials in legal proceedings. Effective representation means vigorous defense, or efforts directed toward resolution, depending on the City's best interest in a particular case.
- To emphasize liability avoidance strategies with City officials in written or oral opinions, contracts, resolutions and ordinances reviewed or drafted.
- To prosecute misdemeanors effectively and efficiently, concentrating on serious crimes, especially domestic batteries and driving under the influence and to provide support and assistance to victims.

Department Performance Measures

Measures	Actual 2002-03	Estimated 2003-04	Budget 2004-05
Civil lawsuits	43	38	40
Police Forfeiture Actions	72	55	45
Administrative Law Hearings	0	1	2
Ordinances, Resolutions, Contracts Reviewed/Drafted	468	472	500
Written and Oral Opinions	1,743	1,863	1,950
Total Criminal Cases (not including traffic)	8,796	9,800	12,000
Traffic Cases	40,557	42,000	45,000
Victim Contacts	2,000	2,000	2,800



Department Financial Trend - City Attorney

	2002-03 Actual	2003-04 Amended Budget	2004-05 Adopted Budget	2004 vs 2005 Variance Amount	Variance Percent
Expenditures by Object					
Salaries & Wages	1,221,324	1,408,000	1,594,900	186,900	13.27
Employee Benefits	386,852	459,400	547,500	88,100	19.18
Supplies & Services	2,461,443	2,079,200	2,088,200	9,000	0.43
Capital Outlay	9,273	56,500	0	(56,500)	(100.00)
Department Total	4,078,893	4,003,100	4,230,600	227,500	5.68
Expenditures by Division					
City Attorney	1,717,669	2,108,100	2,385,600	277,500	13.16
Self Ins Liability	2,361,224	1,895,000	1,845,000	(50,000)	(2.64)
Department Total	4,078,893	4,003,100	4,230,600	227,500	5.68
Expenditures by Fund					
General	1,591,749	2,108,100	2,385,600	277,500	13.16
Water/Sewer Utility	125,920	0	0	0	0.00
Self Insurance	2,361,224	1,895,000	1,845,000	(50,000)	(2.64)
Department Total	4,078,893	4,003,100	4,230,600	227,500	5.68
Authorized Personnel					
General Fund	18.00	19.00	23.00	4.00	21.05
Total FTE's City Attorney	18.00	19.00	23.00	4.00	21.05

FY 2004-05 Budget Adjustments

CIP#	Fund	Div.	Request Description	F.T.E.'s	Salaries & Benefits	Supplies/ Services	Capital	Total Request
0100	4155	2	New Attorney's -Criminal Division (March 1, 2005)	2.00	65,500	1,400		66,900
0100	4155	1	Legal Assistant-Criminal Division (July 1, 2004)	1.00	48,400	2,200		50,600
0100	4155	1	City Attorney (Civil)	1.00	95,100	3,500	2,200	100,800
0100	4155		Attorney PC's			5,900		5,900
0100	4155		Increase in maintenance of Maximus			4,500		4,500
0100	4155		Copier maintenance - Criminal Division			1,000		1,000
				4.00	209,000	18,500	2,200	229,700

