MISSION

The mission of the City Attorney's Office is to prosecute misdemeanor crimes occurring in the City and to provide high quality legal services to the Mayor, City Council and City departments in an ethical, timely, and cost effective manner.

PROGRAM DESCRIPTION

The City Attorney's Office assures the legality of the official business of the City of Flagstaff by providing legal advice and opinions to the Mayor and Council, the City Manager, the City departments, and the City's boards and commissions. The City Attorney's Office represents the City in civil litigation and represents the City and the State of Arizona in criminal misdemeanor cases occurring within the City limits. This Office also prepares or reviews all contracts, ordinances, resolutions, and other legal documents involving the City.

FY 12 ACCOMPLISHMENTS

- ✓ Performed all legal work with regard to disposition of the Sawmill property.
- ✓ Assisted City staff in the completion of the new City of Flagstaff Zoning Code.
- ✓ Assisted with the adoption of the Domestic Partnership Registry.
- ✓ Resolution of the Westcor lawsuit.
- ✓ Increase in services rendered to victims of crime.
- ✓ Participated in community partnerships that contributed to the outcome of several successful graduates of the Mental Health Court program.
- ✓ Completion of the Stipulation Between the Navajo Nation and the City of Flagstaff Concerning the Drilling of Wells and Pumping of Underground Water at Red Gap Ranch

FY 13 NEW INITIATIVES AND GOALS

- ✓ Assist staff in the adoption of the Property Maintenance Ordinance.
- ✓ Assist with the adoption of the Civil Rights Ordinance.
- ✓ Continue to improve and increase victim services.
- ✓ Assist staff and City Council in the development of a water policy.
- ✓ Assist staff with the sale and development of Fourth Street property.

Requests for Legal Assistance (Civil Matters)	CY 2007	CY 2008	CY 2009	CY 2010	CY 2011
Contracts (includes contracts, development agreements, grants, IGAs, bids)	275	233	193	171	211
Legal Opinions/Research	80	129	174	101	169
Ordinances/Resolutions	117	108	98	115	78
Real Estate	29	44	53	52	77
Claims/Litigation/Hearings	15	54	80	94	75
Public Records Requests	10	18	24	36	33
Miscellaneous	80	35	19	19	13
Total:	**606**	**621**	**641**	**588**	**656**
% Increase from Prior Year:	7%	2%	3%	-9%	10%
Number of cases per attorney:	Not Available	113	142	141	187
Number of cases per attorney and staff:	Not Available	104	128	126	146

Criminal Cases	CY07	CY08	CY09	CY10	CY11
New Criminal Cases	4,024	4,341	4,681	4,746	4,818
Domestic Violence Cases	659	642	628	746	691
Driving Under the Influence (DUI) cases	686	567	586	599	629
Criminal Traffic Cases (excluding DUI)	555	584	850	816	661
Sales Tax Cases	22	28	28	16	13
Other Cases	1,587	1,885	1,829	1,841	1,931
Underage Alcohol	194	295	313	355	482
Drug/Drug paraphernalia cases	321	340	318	248	251
City Code Violations (other than sales tax)	Not Available	Not Available	129	125	135
Cases Involving a Victim **(FY stats)**	1,161	1,655	1,715	2,177	2,458
Victims' Services Performed **(FY stats)**	12,761	17,165	18,923	24,042	24,937
Mental Health Court Cases	Not Available	Not Available	Not Available	60	62
Cases Reviewed for Charging Referred by PD	449	332	205	234	188
Pending DUI files at year end	225	201	263	272	298
% Increase in New Criminal Cases from Prior Year:	7%	7%	7%	1%	1%
New cases per attorney:	Not Available	868	936	949	964
New cases per support staff:	Not Available	1,240	1,337	1,265	1,377
New cases for all Prosecution staff:	Not Available	511	551	542	567

PERFORMANCE MEASURES

Council Priority: Public Safety
Goal: Protect citizens and crime victims through the timely and fair prosecution of State laws and City ordinances.
Objective: Avoid a backlog of cases.
Type of Measure: Program Efficiency
Tool: Calculate the ratio of number of charges opened to the number closed annually.
Frequency: Annually
Scoring: 90+% Performing; 75-90% Warning; below 75% Unacceptable
Trend: ↓

Measures:	CY10 Actual	CY 11 Actual	CY 12 Estimate	CY 13 Proposed
Number of charges opened	9328	9152	9244	9336
Number of charges closed	8714	8630	8716	8803
Percentage of charges closed	93%	94%	94%	94%

For Calendar Year 2011 our scoring was within the Performing range of 90+%

Council Priority: Effective Governance
Goal: Promote the timely and lawful provision of City services.
Objective: Provide satisfactory legal services within client-established deadlines
Type of Measure: Program Effectiveness
Tool: Survey
Frequency: Annual
Scoring: Exceeds Expectations, Meets Expectations, Almost Always Meets Expectations, Does Not Meet Expectations
Trend: ←→

Measures:	CY 10 Actual	CY 11 Actual	CY 12 Estimate	CY 13 Proposed
Overall rating of meets or exceeds expectations	Meets Expectations	Meets Expectations	Meets Expectations	Meets Expectations