

City Attorney Department

Programs and Services

FUNCTION	DESCRIPTION
CITY ATTORNEY'S OFFICE	
Legal Representation	Serves as the legal advisor of all City officers and provides legal representation to advocate, defend, and prosecute matters on behalf of the City. This involves a variety of activities, including defense of lawsuits; general liability claims management; prosecution of municipal code violations; and litigation; alternative dispute resolution and contract dispute assistance; and initiation of litigation which can result in significant revenue collections.
Legal Transactions	Provides oral and written legal counsel and advice to the Mayor, City Council, Council Appointees, City departments, City boards, commissions, and committees, and is responsible for review and preparation of ordinances, resolutions, contracts, permits, and other legal documents to implement official City actions. Approves the form of all bonds, contracts, and other instruments in writing in which the City is involved and either drafts or approves the draft of all proposed ordinances for the City, except those proposed by initiative.
Risk Management	Ensures insurance coverage for City assets, establishes Citywide risk management policies, and procedures. Manages property and casualty claims from inception to conclusion and performs the subrogation function to recapture losses resulting from third-party wrongdoing or negligence resulting in loss of or damage to City-owned property.

City Attorney Department

Department Budget Summary

Expected FY 2026/27 Service Delivery

- Advise and support the Community Development Department on their efforts to process project approvals for development of the North of Boronda Future Growth Area, as well as other development projects. *(Strategic Goals: Economic Development, City Services & Housing)*
- Advise and support the Community Development Department's implementation of the Rent Stabilization Program. *(Strategic Goals: City Services & Housing)*
- Coordinate with the Human Resources Department on the review and update of personnel policies and procedures, including advice on labor relations, labor-related litigation, and engagement with the City's bargaining groups. *(Strategic Goal: City Services)*
- Support the City Manager and Human Resources Director during continued negotiations with the City's bargaining groups. *(Strategic Goal: City Services)*
- Manage civil litigation, with support from outside counsel. Work to resolve remaining litigation related to Project Homekey. *(Strategic Goal: Economic Development & Housing)*
- Support Code Enforcement on enforcement actions, including Receivership cases and administrative fines and orders. *(Strategic Goal: Public Safety)*
- Prosecute misdemeanor violations of the Municipal Code. *(Strategic Goal: Public Safety)*
- Continue coordination with the City Manager, City Clerk, and City Council on a review, update, and implementation of the City Council's norms and rules of procedure and decorum. *(Strategic Goal: City Services)*
- Advise and support the Community Development Department on the update to the Salinas General Plan and the update to the Salinas Zoning Code. *(Strategic Goal: Economic Development, Infrastructure, & Housing)*
- Support review and processing of housing and retail/commercial projects proposed for City Parking Lots 8 and 12. *(Strategic Goal: Economic Development & Housing)*
- Continue review of internal City policies and procedures and Municipal Code and update as needed to conform to current laws and regulations. *(Strategic Goal: City Services)*
- Support and advise on a potential renewal of the Measure G tax measure for the November 2026 ballot. *(Strategic Goal: City Services)*
- Support and advise the City Council and City Clerk on the referendum measure (related to Rent Stabilization Program ordinances) on the November 2026 ballot. *(Strategic Goal: City Services)*
- Support and advise the City Manager and Finance Director on updates of the City's fee programs. *(Strategic Goal: City Services)*
- Support amendments to the Salinas Ag Industrial Center Specific Plan to support additional development within the project area. *(Strategic Goal: Economic Development)*

City Attorney Department

Expected FY 2027/28 Service Delivery

- Advise and support the Community Development Department on their efforts to process project approvals for development of the North of Boronda Future Growth Area, as well as other development projects. *(Strategic Goals: Economic Development, City Services & Housing)*
- Advise and support the Community Development Department's implementation of the Rent Stabilization Program. *(Strategic Goals: City Services & Housing)*
- Manage civil litigation, with support from outside counsel. *(Strategic Goal: Economic Development & Housing)*
- Support Code Enforcement on enforcement actions, including Receivership cases and administrative fines and orders. *(Strategic Goal: Public Safety)*
- Prosecute misdemeanor violations of the Municipal Code. *(Strategic Goal: Public Safety)*
- Advise and support the Community Development Department on the update to the Salinas General Plan and the update to the Salinas Zoning Code. *(Strategic Goal: Economic Development, Infrastructure, & Housing)*
- Support review and processing of housing and retail/commercial projects proposed for City Parking Lots 8 and 12. *(Strategic Goal: Economic Development & Housing)*
- Continue review of internal City policies and procedures and Municipal Code and update as needed to conform to current laws and regulations. *(Strategic Goal: City Services)*
- Support the City Manager and Human Resources Director during continued negotiations with the City's bargaining groups. *(Strategic Goal: City Services)*
- Coordinate with the Human Resources Department on labor relations, labor-related litigation, and engagement with the City's bargaining groups. *(Strategic Goal: City Services)*

FY 2025/26 Top Accomplishments

- Land Disposition and Development Agreement for City Parking Lots 8 and 12 prepared and approved by City Council to allow for the development of additional housing units, a hotel, and retail/commercial uses in the downtown area. *(Strategic Goal: Economic Development & Housing)*
- Defended litigation brought against the Amazon fulfillment center project being developed in the Salinas Ag Industrial Center. *(Strategic Goal: Economic Development)*
- Resolved two components of the litigation related to the three Project Homekey properties in Salinas. *(Strategic Goal: Housing)*

Operating Funds Managed

- General Fund (1000)
- General Liability Self-Insurance (7104)
- General Plan (2513)
- Worker's Compensation Self-Insurance (7103)

City Attorney Department

Function	2024/25 Actuals	2025/26 Adopted	2025/26 Projected	2026/27 Adopted	2027/28 Adopted
City Attorney's Office	964,571	1,043,360	1,043,360	1,296,490	1,282,410
Liability Insurance	221,241	466,740	466,740	548,580	571,040
Workers' Compensation Insurance	207,159	217,290	217,290	238,260	248,690
Total Expenditures	1,392,971	1,727,390	1,727,390	2,083,330	2,102,140

Expenditure Summary	2024/25 Actuals	2025/26 Adopted	2025/26 Projected	2026/27 Adopted	2027/28 Adopted
Salaries & Benefits	1,261,448	1,529,590	1,529,590	1,725,180	1,793,990
Supplies & Services	120,633	157,800	157,800	318,150	268,150
Capital Outlay	10,890	40,000	40,000	40,000	40,000
Total Expenditures	1,392,971	1,727,390	1,727,390	2,083,330	2,102,140

Funding Source	2024/25 Actuals	2025/26 Adopted	2025/26 Projected	2026/27 Adopted	2027/28 Adopted
General Fund (1000)	964,571	1,043,360	1,043,360	1,246,490	1,282,410
General Plan (2513)	-	-	-	50,000	-
General Liability Self-Ins (7104)	221,241	466,740	466,740	548,580	571,040
Worker's Comp Self-Ins (7103)	207,159	217,290	217,290	238,260	248,690
Total Expenditures	1,392,971	1,727,390	1,727,390	2,083,330	2,102,140

Revenue Summary	2024/25 Actuals	2025/26 Adopted	2025/26 Projected	2026/27 Adopted	2027/28 Adopted
Charges for Services	2,434	-	-	-	-
Total Revenues	2,434	-	-	-	-

City Attorney Department

Performance Measures & Workload Highlights

City Attorney					
Performance Measure / Goal	FY 2024/25 Actual	FY 2025/26 Goal	FY 2025/26 Projected	FY 2026/27 Goal	FY 2027/28 Goal
# Requests for legal services	203	200	160	200	200
# Criminal cases reviewed or prosecuted	22	80	63	65	65
# Pitchess motions responded to and defended	0	0	0	5	5
# Civil cases filed and defended	10	10	8	10	10
# Code enforcement cases and nuisance abatements	8	5	4	10	10
# Public Records Act requests responded to	83	500	707	250	250
# Economic development agreement and other contracts	116	200	166	200	225
Employment matters-- Representation and Advice	2	50	50	50	50
Legal support of election and/or revenue measure initiative	5	0	0	1	0

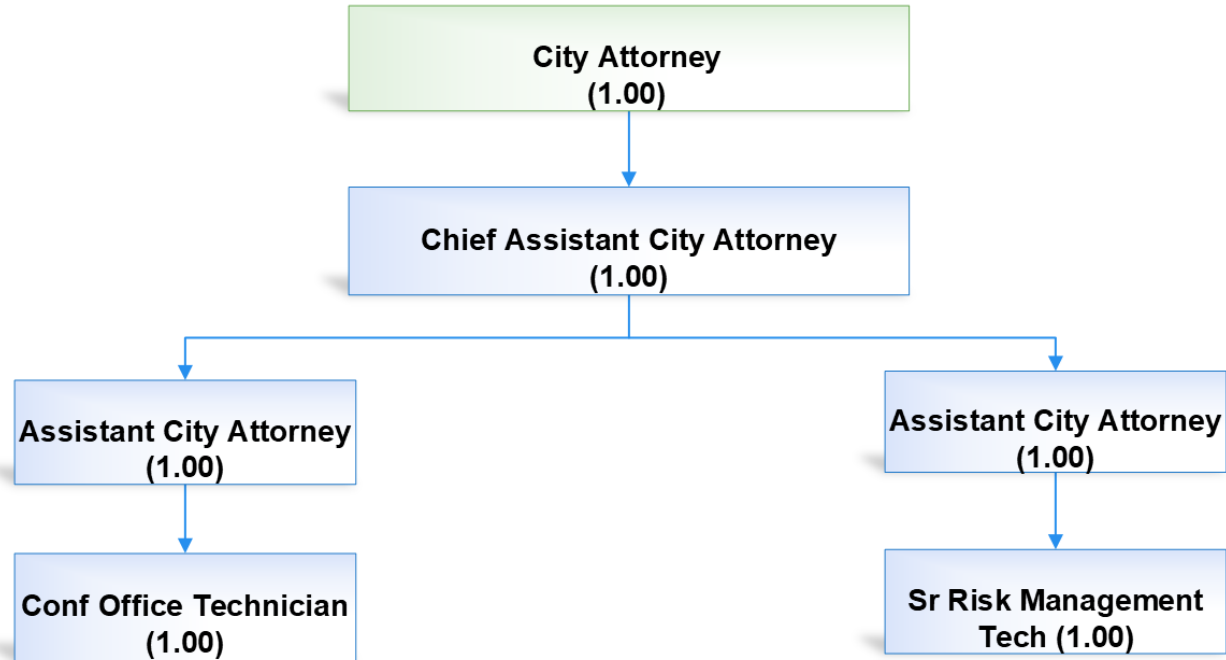
City Attorney Department

Department Position Detail

Position	FY 2025/26 Adopted	FY 2026/27 Adopted	Change	FY 2027/28 Adopted	Change
Assistant City Attorney	2.00	2.00	-	2.00	-
Chief Assistant City Attorney	1.00	1.00	-	1.00	-
City Attorney	1.00	1.00	-	1.00	-
Confidential Office Technician	1.00	1.00	-	1.00	-
Sr Risk Management Technician	1.00	1.00	-	1.00	-
Total Positions	6.00	6.00	0.00	6.00	0.00

City Attorney Department

Organizational Chart



Regular Full-Time Equivalents (FTE): 6.00