City Attorney’s Office
2015-2016

City Attorney
• Strategic Leadership
• Performance Management
• Counsel to City Council, City Manager, and City Clerk
• Administration

Legal Advice
• Department Advice
• Legislation
• Boards & Commissions
• Intergovernmental Relations

Litigation
• Civil Litigation
• Litigation Support
• Administrative Hearings
  • Grievances
  • Arbitrations
  • Code Enforcement

Prosecution
• Prosecution
  • Misdemeanors
  • Gross Misdemeanors
  • Traffic Infractions
• Appeals

Risk Management
• Damage Claims
• Safety / Loss Prevention
• Subrogation
• Workers’ Compensation
• Unemployment Claims
• Commercial Insurance Management
City Attorney’s Office — Mission

The Mission of the City Attorney's Office is to protect lives and property and to preserve and enhance the quality of life of the public by delivering effective and high quality advice, litigation, prosecution, and risk management services that further the City's policies and programs.

2015-2016 Objectives

- Provide support for large projects such as Eastlink and the new court.
- Target internal customer satisfaction rate for Civil Advice at 95%.
- Renegotiate interlocal agreement with King County for court services.
- Implement upgrade to Prolaw case management system.
- Continue partnership with Police and Development Services Depts. to provide advice to the City Council as to the issues presented by the licensing of recreational marijuana sales in Bellevue and methods to address those issues.
- Continue training with various Depts. on risk and liability issues.
- Develop a formalized hazard mitigation program.
- Strengthen Risk Management in metrics-based decision making.
- Engage in Fire Dept. disability management process improvement.
- Transition to an underwriting focused, utilization based, rate structure for Workers Compensation budgeting.
- Target criminal misdemeanor filing decision turnaround at 6 days or lower.
- Target the % of DV outcomes favorable at 70% or higher.
- Achieve a 60% or greater favorable finding rate for contested cases.

2013-2014 Accomplishments

- Negotiated a long term lease for a new courthouse.
- Established overall project management roles regarding Eastlink.
- Updated public works and development bond forms citywide.
- Completed proposed redline of comprehensive update to procurement code, real property and sale of city property codes.
- Partnered with other Depts. in development and roll out of property acquisition process improvement plan.
- Reviewed and revised liability releases for Parks Dept.
- Partnered with Fire Dept. to implement Bellevue CARES.
- Continued to assist various other City Depts. with the legal issues involved in Sound Transit-related infrastructure projects.
- Added Defensive Driving to the City’s Learning Management System resulting in nearly 800 employees being trained.
- Successfully responded to WISHA Citation in partnership with Police and Facilities regarding the Police Firing Range.
- Workers Compensation claims filing process transitioned from third party administrator to the Risk Management Division.
- Acted as Administrator to successful NPDES Phase II Permit Appeal for Coalition of 25 governmental agencies.
- Achieved a 79% favorable finding rate on contested infractions.
- Kept turnaround of criminal misdemeanor filing decisions to 3 days.
2015-2016 Budget Expenditure by Category

<table>
<thead>
<tr>
<th>Category</th>
<th>2015 Adopted</th>
<th>2016 Adopted</th>
<th>2015-2016*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>$3,640,969</td>
<td>$3,766,070</td>
<td>$7,407,039</td>
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<tr>
<td>Interfund</td>
<td>795,845</td>
<td>769,611</td>
<td>1,565,456</td>
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<tr>
<td>M&amp;O</td>
<td>4,476,570</td>
<td>4,629,246</td>
<td>9,105,816</td>
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<tr>
<td>Capital</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$8,913,384</strong></td>
<td><strong>$9,164,927</strong></td>
<td><strong>$18,078,311</strong></td>
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Reserves

<table>
<thead>
<tr>
<th>2013 Actuals</th>
<th>2014 Mid-Bi</th>
<th>2015 Adopted</th>
<th>2016 Adopted</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTE</td>
<td>23.60</td>
<td>23.60</td>
<td>25.60</td>
</tr>
<tr>
<td>LTE</td>
<td>-</td>
<td>2.90</td>
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Staffing Summary

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<thead>
<tr>
<th>2013 Actuals</th>
<th>2014 Mid-Bi</th>
<th>2015 Adopted</th>
<th>2016 Adopted</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$4,038,058</td>
<td>$4,152,492</td>
<td>$4,490,521</td>
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<tr>
<td>Workers Compensation</td>
<td>1,508,591</td>
<td>1,618,529</td>
<td>1,513,900</td>
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<tr>
<td>Unemployment Compensation</td>
<td>188,943</td>
<td>127,064</td>
<td>221,000</td>
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<tr>
<td>General Self-Insurance Fund</td>
<td>3,364,084</td>
<td>2,484,166</td>
<td>2,687,963</td>
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<tr>
<td><strong>Total Budget</strong></td>
<td><strong>$9,099,677</strong></td>
<td><strong>$8,382,251</strong></td>
<td><strong>$8,913,384</strong></td>
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</table>

Budget Summary by Fund excluding Reserves

<table>
<thead>
<tr>
<th>2013 Actuals</th>
<th>2014 Actuals</th>
<th>2015 Adopted</th>
<th>2016 Adopted</th>
</tr>
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<tbody>
<tr>
<td>Reserves³</td>
<td>$6,537,663</td>
<td>$6,311,863</td>
<td>$6,311,863</td>
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</table>

³ Reserves: Reserves are not included in the pie chart above. Actuals do not include reserves at the department level.

*The 2015-2016 biennial budget calculation includes only the second year of reserves (ie 2016) to avoid double-counting of expenditure authority. The figures above include double budgeting (internal transfers between City funds).
# Proposal List by Department/Outcome

## City Attorney

### 2015-2016 Operating Budget

<table>
<thead>
<tr>
<th>Rank</th>
<th>Proposal Title</th>
<th>Proposal Number</th>
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<tbody>
<tr>
<td>7</td>
<td>Civil Litigation Services</td>
<td>010.07NA</td>
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<tr>
<td>9</td>
<td>Risk Management--Insurance Claims Safety Loss Prevention</td>
<td>010.09NA</td>
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<tr>
<td>21</td>
<td>Legal Advice Services</td>
<td>010.08NA</td>
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<tr>
<td>35</td>
<td>City Attorney Department Management and Support</td>
<td>010.01NA</td>
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### Safe Community

<table>
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<tr>
<th>Rank</th>
<th>Proposal Title</th>
<th>Proposal Number</th>
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<tbody>
<tr>
<td>8</td>
<td>Criminal Prosecution Services</td>
<td>010.10NA</td>
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</tbody>
</table>

*Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.*