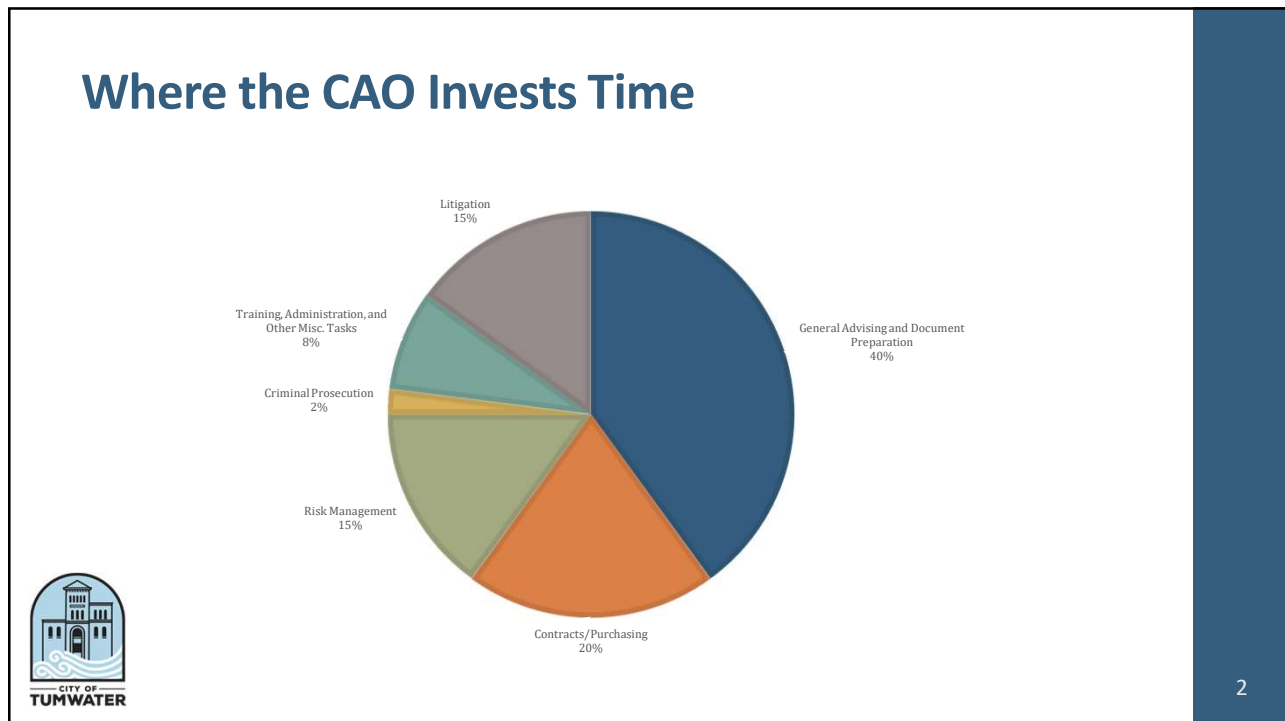




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## Accomplishments

- Provided comprehensive legal services on all matters of City business to Mayor, Council, and staff.
- Provided preparation assistance and legal review of all City documents to ensure legal sufficiency and compliance with laws.
- Represented the City in all actions brought by or against the City or its officials, supervised outside counsel when utilized in litigation and specialized projects and managed litigation and claims against the City.
- Revised and updated existing City policies and forms; updated the City's Purchasing Manual and provided city-wide contract training and support.
- Transferred risk management to the City Attorney's Office and in collaboration with WCIA increased the City's risk management awareness and best practices, reducing the City's insurance costs by approximately \$200,00 per year.



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## Goals for 2025-2026

- Continue to provide comprehensive legal services on all city matters to the Mayor, Council, and staff.
- Continue to monitor and advise on changes in the law affecting City laws, regulations, policies and practices and assist with updates and amendments as necessary.
- Continue to assist with comprehensive plan update, including development regulations, habitat conservation planning, climate action plan, and related issues.
- Streamline internal processes and continue balancing individual workloads to increase efficiency and broaden our department's capacity.
- Continue to enhance the City's risk management functions and update forms, policies, and procedures accordingly.



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