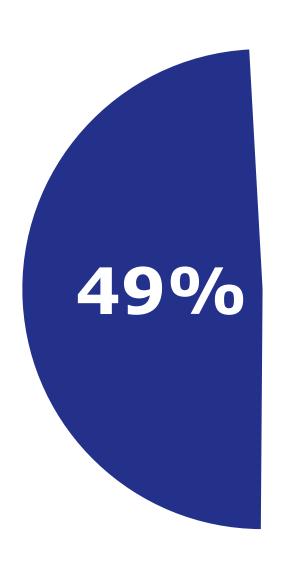
CITY ATTORNEY'S OFFICE

MISSION, GOALS AND OBJECTIVES:

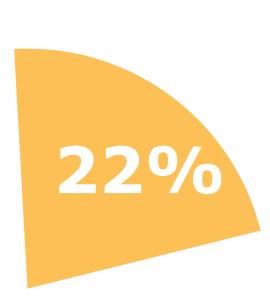
The City Attorney provides legal representation to the City of Madison as an entity. As the City's lawyers, the Office of the City Attorney engages in three major activities. First, we prosecute violations of the City's laws, enforcing ordinances adopted by the Common Council. Second, we provide legislative counsel, drafting and revising the City's code of ordinances and advising the Common Council and City Boards, Committees and Commissions on the meaning of legislative enactments. Third, we provide general legal counsel and representation to the City, drafting documents, advising City officials and managers on compliance with the law, representing the City in court, negotiating on the City's behalf, and otherwise using legal procedures to support and defend the lawful decisions of City officials and agencies.

The Office of the City Attorney (OCA) is an agency that serves the legal needs of the City of Madison as its client. As such, it is not an agency that provides services to the general public.

KEY SERVICES:



Legal Counsel and Representation: The greatest portion of our services are providing legal counsel, advice and representation to the City, and its departments, officers, employees, and related boards, commissions and committees. This includes drafting legal documents, advising on compliance with the law, negotiating on the City's behalf, representing the City in court and other proceedings, and otherwise using legal procedures to support and defend the lawful decisions of City officials and agencies.



Legislative Services: The OCA also acts as legislative counsel to the City. We draft ordinance amendments, revise and maintain the City's Code of Ordinances, and advise the Common Council and City boards, commissions and committees on the meaning of legislative enactments.



Prosecution Services: The OCA prosecutes violations of City ordinances before the Madison Municipal Court. This usually involves more than 10,000 separate appearances in municipal court by the Assistant City Attorneys making up the prosecution team.



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