



**ASSISTANT
CITY ATTORNEY**
City of **Lodi, California**

Recruitment Services Provided By





The Opportunity

The City of Lodi offers an excellent opportunity for a municipal attorney with land use experience who wishes to work in an organization characterized by a friendly, productive, and collegial team environment. This is a very exciting time to join the Lodi team as the City is keenly focused on its future strategic growth and evolution.



The City of Lodi

The historic, charming, and unique City of Lodi is home to over 67,000 residents. Lodi is ideally located adjacent to Highway 99 and Interstate 5, 34 miles south of Sacramento, two miles north of Stockton, and 90 miles east of San Francisco. The residents of Lodi take immense pride in their community that is surrounded by lush parks, wineries, museums, a lake, and open space. The City is committed to quality growth while striving to protect its historical, small-town ambiance. Lodi is home to several large manufacturing, general services, and agriculturally based companies, and is striving to create an excellent balance of jobs to residential housing units.

A revitalized downtown boasts unique shops, fine restaurants, and a movie theater. Lodi is known for its authentic wine region heritage with over 85 wineries in the greater Lodi region. Educational opportunities abound as University of the Pacific, California State University – Stanislaus/Turlock/Stockton Center, San Joaquin Delta Community College, and the University of San Francisco satellite center are all within a 20-minute drive of the City. Lodi is also a safe city, as crime rates are low and community pride reigns high, reflecting active community engagement and a strong public safety infrastructure. By all measures, the quality of life in the City of Lodi is exceptional and provides an ideal location in which to live, work, and play.

City Government

Lodi was incorporated as a General Law City in 1906 and operates with a Council/Manager form of government. The City Council governs the City and is comprised of five members who are elected to alternating four-year terms. In 2023, the Lodi City Council adopted its Strategic Vision that consists of eight Strategic Imperatives that serve as focal points for City operations and resource allocation. These eight Imperatives collectively serve as the City Council's vision for the future of Lodi.



Lodi is a complex, full-service city operation that includes a power utility; Hutchins Street Square, a stunning 90,000 square foot performing arts, conference, and community center; and Lodi Lake, a self-contained recreational enterprise including a 58 acre nature area; along with other municipal services including police, fire, public works, and utilities (streets, transportation, water, and wastewater), community development and leisure/social services. Lodi has a dedicated workforce that is approved for 462 full-time employees with a FY 2024-25 all funds budget of over \$276 million, which includes a General Fund budget of more than \$83.6 million.





The City Attorney's office

The City Attorney's Office will operate on a FY 2024-25 budget of \$1.32 million which includes a staffing level of 7 FTE's. The Council-appointed City Attorney leads the team and is supported by an Assistant City Attorney, a Deputy City Attorney, two administrative support staff, and three Risk Management staff members.

The City Attorney's Office provides the City legal services, advises the City Council and its boards and commissions; prepares and reviews ordinances, resolutions, contracts, and other legal documents; prosecutes violations of the Lodi Municipal Code; represents the City in front of Boards, Commissions, administrative hearings, and court proceedings. The City Attorney's Office also oversees the Risk Management function for the City, which includes the Worker's Compensation program, General Liability, and property insurance. The Office and its attorneys will also provide legal assistance for the Council's key priorities of addressing homelessness, affordable housing, land use and planning, and economic development. The City Attorney's Office also oversees litigation efforts that are handled both in-house and with contract counsel.

\$ 1.32M
Operating Budget

7
Employees

The Position

Under general direction from the City Attorney, the Assistant City Attorney will possess a legal generalist skillset in municipal or civil law. The Assistant City Attorney will serve as legal staff to the Planning Commission and will be intimately involved with issues related to land use planning and development projects, affordable housing, the Subdivision Map Act, CEQA, and the City's Housing Element. Additionally, experience with transactional legal matters, contract review and drafting, and support of the public works department would be preferable for this role. Familiarity with litigation is desirable, although most cases are handled by outside counsel. Shared oversight of contract litigators may be an aspect of this role based on the successful candidate's litigation expertise.





Exciting Opportunities

The next Assistant City Attorney will have the chance to join the City of Lodi Team at a very exciting time in the City's evolution, as it embraces strategic land use pursuits, growth opportunities, and economic development that will benefit Lodi's current and future residents, visitors, and business partners. A few of the exciting career enhancing opportunities awaiting the next Assistant City Attorney include:

- The successful candidate will have the opportunity to participate in upcoming annexation proceedings that will shape the growth of Lodi.
- The ability to work on the Downtown Specific Plan, project reviews, and assuring best practice land use procedures are in place.
- A very exciting opportunity exists for the next Assistant City Attorney to participate in the Northern California Power Agency's (NCPA) transition of its existing natural gas plant to a hydrogen-powered facility. This construction and its associated land use elements will provide the successful candidate with a hallmark career opportunity. A PowerPoint presentation outlining this exciting project can be viewed [here](#).
- The next Assistant City Attorney will have the opportunity to serve as the second-in-command in the City Attorney's Office and serve as the City Attorney in their absence.

Ideal Candidate

The ideal candidate for Lodi's Assistant City Attorney position will be committed to the City and be passionate about providing exceptional legal service to the local community. The Assistant City Attorney will be readily accessible, highly adaptable, flexible, and politically astute in dealing with the expectations of modern city government. Excellent communication and listening skills are expected, with an operational style that incorporates high levels of teamwork, collaboration, and a hands-on orientation is expected. In addition, the following attributes and experiences will position the selected candidate for success:

- Land use experience in a municipality or in a law firm providing that type of legal service to municipal clients. LAFCO and CEQA experience are essential for success.
- Experience in contract management, general contracting, and Public Works legal oversight would be beneficial.
- A team player with a willingness to assist others as needed in achieving team success is highly desired by the City.
- Given the limited administrative and paralegal support, the successful candidate must possess the ability to get important work accomplished in a thorough and timely manner with limited assistance.
- Experience presenting to elected and appointed officials, along with providing sound legal advice to help inform their decisions is a crucial skillset.





Qualifications

Any combination of education and experience that would provide the required knowledge, skills, and abilities is considered qualifying. The most qualified candidates will possess the following:

Education: A Juris Doctorate degree from a law school accredited by the American Bar Association or the California Bar Association is required.

Experience: At least five (5) years of experience in the active practice of municipal or civil law in California. Prior public agency experience is highly desirable.

Licensure: Membership in good standing with the California State Bar Association is mandatory for this position.

Salary & Benefits

The salary range for the Assistant City Attorney is **\$180,315 to \$219,174**, with placement in the range dependent on the qualifications and experience of the selected candidate. This position is scheduled for a 4% salary increase in January 2025. In addition, the City offers a comprehensive benefits package as outlined below. Key benefits include:

- **Retirement:** CalPERS – New employees receive 2% @ 62, with the employee paying the employee share based on actuarial evaluation as defined under PEPRA, plus 6% of the employer share. Classic employees receive 2% @ 55 and pay 7% of the employee share and 6% of the employer contribution. The City does not participate in Social Security.
- **Medical/Dental/Vision Plan:** The City contribution for medical is capped at \$771.35 for employee only, \$1542.71 for employee plus one, and \$2,005.52 for family coverage. The City contributes \$1250 for dental coverage (including \$1,250 for orthodontics) and pays 100% of the premium for vision and chiropractic plans. Medical plans are offered through CalPERS.
- **Deferred Compensation:** The City matches up to 3% of the employee's base salary.
- **Vacation:** Two weeks paid vacation is accrued annually increasing with length of service. In addition, if the selected candidate has prior municipal service, they will receive credit for that service in the calculation of annual accrual.
- **Holidays:** 10 ½ fixed holidays plus 4 floating holidays (36 hours) annually.
- **Sick Leave:** Employees earn 3.7 hours per pay period.
- **Administrative Leave:** 80 hours annually, with the ability to cash out up to 80 hours.
- **Life Insurance:** City paid premium, \$250,000 for employees and \$1,500 for dependents.
- **Flexible Spending Plan:** The City promotes participation in a Section 125 Cafeteria Plan.
- **Tuition Reimbursement:** Up to \$3,000 per fiscal year (including books and software).
- **Work Schedule:** The City follows a 9/80 work schedule with every other Friday off. Limited remote work may be negotiated with the City Attorney upon hire.





Application & Selection Process

To be considered for this position, interested candidates must submit a cover letter and résumé online. Candidates are encouraged to apply immediately, as this recruitment will close once a sufficiently strong pool of stellar candidates has been established. Apply at:

www.mosaicpublic.com/careers

CONFIDENTIAL INQUIRIES ARE WELCOMED TO:

Bryan Noblett | bryan@mosaicpublic.com | (916) 550-4100.

Greg Nelson | greg@mosaicpublic.com | (916) 550-4100.

The City of Lodi is an Equal Opportunity Employer.

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