

The City of Lodi



invites your interest for the position of

*Assistant
City Attorney*

The Community of Lodi

The historic, charming, and unique City of Lodi ("City") is home to over 67,000 residents. Lodi is ideally located adjacent to Highway 99 and I-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 it has an excellent balance of jobs to residential housing units.

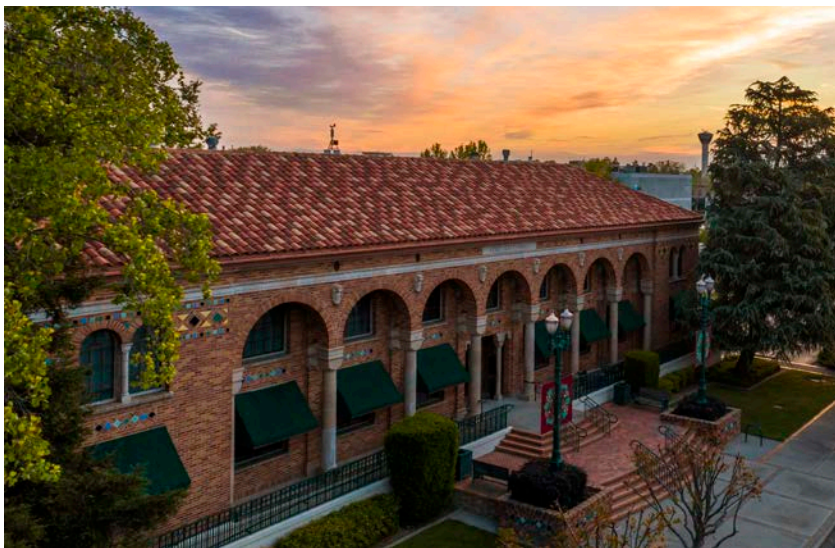


A revitalized downtown boasts unique shops, fine restaurants, and a movie theater. Lodi is known for its authentic wine region heritage with over 85 wineries in the greater Lodi region. Housing is also relatively affordable. Educational opportunities abound as University of the Pacific, California State 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 involvement and a strong public safety structure. 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 and The Office of the City Attorney

Lodi 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.

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 450 employees with an FY 2023-24 all funds budget of over \$280 million including a General Fund of more than \$80 million.



The City Attorney's office will operate on a FY 2023-24 budget of \$1.152 million which includes a staffing level of 6 FTEs including the City Attorney, an Assistant

City Attorney, a Deputy City Attorney, two half-time administration support team members, and two Risk Management staff.

The Position and Ideal Candidate

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 appearances. The City Attorney's Office also oversees the Risk Management function for the City, which includes the Workers' Compensation program, General Liability, and Property Insurance. The Office will also provide legal assistance to address the Council's key priorities of addressing homelessness, affordable housing, land use and planning, and economic development. While much of the role involves transactional legal work, the office will also oversee litigation efforts that are handled both in-house and with contract counsel.



The nature of this role requires a transactional, legal generalist with a strong and extensive land use background. It will serve as legal staff to the Planning Commission and will be intimately involved with issues related to affordable housing, the Subdivision Map Act, CEQA, and the City's Housing Element. Additionally, experience with employment law and employee relations, contract administration, and support of public safety departments would be preferable for this role. Familiarity with litigation is desirable, although most cases are handled by outside counsel and shared oversight of contract litigators may be an aspect of this role based on the successful candidate's litigation expertise.

The ideal candidate will be committed to the City and passionate in providing exceptional 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 city government today. 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.

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The position requirements include a minimum of five (5) years' experience in the active practice of municipal or civil law in the State of California. A Juris Doctorate degree from a law school accredited by the American Bar Association or the California Bar Association is required along with membership in good standing with the California State Bar Association. Prior public agency experience is highly desirable. Any combination equivalent to experience and education that would likely provide the required knowledge, abilities, and skills will be qualifying.

Compensation and Benefits

The salary range for this position is \$158,684 - \$192,882 annually DOQ. This position is also scheduled for a 5% salary increase in January 2024 and a 4% increase in January 2025. The City also offers a competitive benefits package that includes:

- ◆ **Retirement:** CalPERS - New employees 2% @ 62, employee pays employee share based on actuarial evaluation as defined under PEPRA plus 6% of the employer share; classic employees 2% @ 55, employee pays 7% employee share and 6% of the employer share. The City does not participate in Social Security.
- ◆ **Deferred Compensation Plan:** The City matches up to 3% of the employee's base salary.
- ◆ **Vacation:** Accrual equal to two weeks paid vacation annually increasing with length of service.
- ◆ **Holidays:** 10 ½ fixed holidays plus 4 floating holidays (36 hours) annually.
- ◆ **Medical/Dental/Vision Plan:** City contribution for medical is capped at \$771.35 for employee only, \$1,542.71 for employee plus one, and \$2,005.52 for family coverage. City contributes \$1,250 for dental coverage (including \$1,250 for orthodontic) and pays 100% of premium for vision and chiropractic plans. Medical plans are offered through CalPERS.
- ◆ **Administrative Leave:** 80 hours annually, ability to cash out up to 80 hours.
- ◆ **Sick Leave:** Earn 3.70 hours per pay period.
- ◆ **Life Insurance:** City paid premium, \$250,000 for employee and \$1,500 for dependents.
- ◆ **Long Term Disability:** City provides coverage up to approximately two-thirds of annual salary. Maximum monthly benefit of \$10,000. City pays 100% of premium.
- ◆ **Tuition Reimbursement:** Up to \$3,000 per fiscal year (including books and software).
- ◆ **Flexible Spending Plan:** City promotes participation in a Section 125 Cafeteria Plan.
- ◆ **Work Schedule:** The City follows a 9/80 work schedule with every other Friday off.
- ◆ Employee Assistance Program and Catastrophic Leave plans are also provided.

The City of Lodi is an Equal Opportunity Employer

The Process

To pursue this compelling career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume, and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

Paul Kimura or Kristi Ward
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The final filing date for this recruitment is December 15, 2023.



If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424 or by email: paulk@averyassoc.net or Kristi Ward at 408.507.9378 or by email: kristiw@averyassoc.net.