



CITY ATTORNEY

\$151,230 - \$183,814

Plus Excellent Benefits

Apply by

June 10, 2018

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



Located 190 miles north-east of San Francisco, CA and 60 miles southwest of Reno, NV, in the Sierra Nevada Mountains along the southern edge of the largest alpine Lake in North America, the City of

South Lake Tahoe offers residents world-class scenery and activities in 300 days of sunshine a year. South Lake Tahoe allows residents the opportunity to live, explore and experience on a daily basis what brings over one million visitors year to the Lake Tahoe region.

This is an excellent opportunity for a talented law professional to counsel and guide a dedicated City Council and staff to achieve the City's goals and provide outstanding services to its citizens. If you are looking for a challenging and rewarding career opportunity and love the great outdoors, this is the right position for you!



THE COMMUNITY

Located on the California/Nevada border of Lake Tahoe, and surrounded by the majestic Sierra Nevada Mountains, South Lake Tahoe offers spectacular scenery and year-round activities. At 6,200 feet above sea level, South Lake Tahoe is "America's All Year Playground" and is home to some of the best winter sports, water sports, bike trails, family fun and nightlife in the US. Cultural and recreational facilities include 32 churches, a library, parks and several playgrounds. Just across the road on the Nevada side are five 24-hr hotel casinos with various gambling games, restaurants, and indoor/outdoor concert events.



Lake Tahoe, the largest alpine and 3rd deepest Lake in North America, offers various water sports like boating, jet skiing, boat tours, fishing, and diving. Other activities in the area include; golf courses, swimming pools, bowling, hiking, shopping, biking, horseback riding, camping, and amazing restaurants. For winter actives, there are a total of 7 ski resorts that surround the entire Lake Tahoe area. The closest ski resort, just adjacent to the city limits, is Heavenly Mountain Resort. Easily accessible through Heavenly Village, the mountain resort offers skiing, snowboarding, ice skating, tubing, and a scenic 2.4-mile gondola ride to the top. The second closest, Homewood Mountain Resort, is just 23 miles Northwest of South Lake Tahoe. The furthest resort is Mt. Rose, which is only 37 miles North of South Lake Tahoe.

With a population of 21,024, the City of South Lake Tahoe has an average of 300 days of sunshine each year and receives most of its moisture in the form of snow which generally falls from early November through April. Amounts of snowfall vary greatly from year to year but average approximately 20 feet of accumulated snowfall each year. Temperatures in the City are generally moderate with winter time highs averaging approximately 40 degrees and lows in the 20's. Summer time highs average in the upper 70's and lows in the 50's.

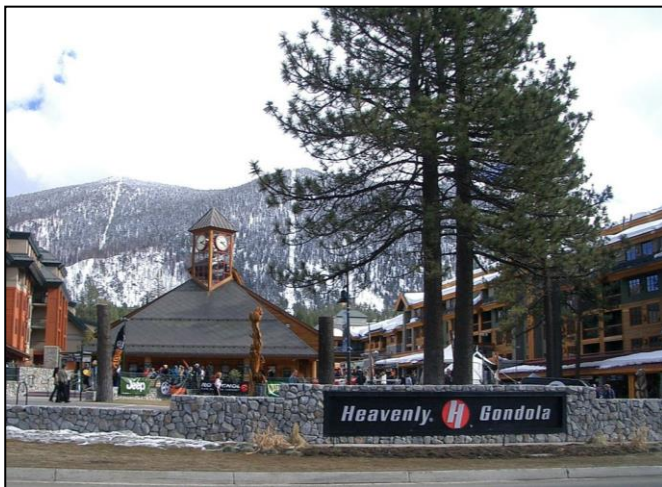




The City of South Lake Tahoe is served by U.S Highway 50 which connects with Sacramento to the west and Carson City and Reno, Nevada to the east. The South Lake Tahoe Airport serves the area with general aviation services and the City partners with the local transit services provider, Tahoe Transportation District (TTD) to coordinate and operate a regional transit system within the Lake Tahoe Basin through funding and services agreements with local agencies. The City encompasses an area of approximately 9 square miles and offers 4 elementary schools, 1 middle school, and 1 high school. Lake Tahoe Community College is located within the city and offers Associate of Arts degrees in several disciplines as well as a bachelor's degree in Global Business Management.

THE CITY

The City of South Lake Tahoe is a general law city in El Dorado County, California utilizing the Council/Manager form of government. The City has five council members elected to four-year, overlapping terms, and a Mayor being elected by a majority Council vote.



South Lake Tahoe provides a wide range of services including: police and fire protection, street maintenance, airport, management, public transportation, parks and recreation, planning, building and safety, public improvements, and general administration. City recreational facilities include the South Tahoe Ice Arena, Recreation and Swimming Pool Complex, Campground by the Lake, Regan Beach, El Dorado Beach, Bijou Golf Course, Bijou Bike Park, Senior Citizens Center and Bonanza Park. The City also works closely with various other local and regional governmental agencies, including El Dorado County, California, Douglas County, Nevada, the California Tahoe Conservancy, the Lahontan Regional Water Quality Control Board, the California Department of Forestry, the California Department of Transportation and the Tahoe Regional Planning Agency.

The City employs 189.1 FTE's of which 62.35 FTE's are assigned to the Police Department and 29 FTE's to the Fire Department. South Lake Tahoe has a 2018 budget of approximately \$38 million, with a healthy reserve of \$13 million.

Fire protection is provided by the City, which has 3 stations within its borders. In 2016, the City stopped providing ambulance transportation as part of the Cal Tahoe JPA and converted its emergency medical services delivery system to providing Advanced Life Support engine companies. The City of South Lake Tahoe currently still supports the Cal Tahoe JPA by providing one of the fire stations as a location for Cal Tahoe Ambulances until the contract expires in 2019.

THE DEPARTMENT & POSITION

The City Attorney's office responsibilities include:

- Rendering legal advice and opinions to the City Council, city and agency boards and commissions, and city staff.
- Representing the city in litigation, administrative hearings, and other legal matters.
- Preparing or reviewing all ordinances, contracts and other legal documents.
- Overseeing all work done by outside counsel on behalf of the City.

The City Attorney's office operates with 2 FTE's including the City Attorney and a Paralegal, with a 2018 budget of \$1,057,998.



Under general administrative direction of the City Council, the City Attorney is responsible for providing legal advice and counsel to the City Council, City Manager, Planning Commission, other City boards and commissions and City operating departments. The City Attorney is considered a department director with responsibility for directing the activities of a standalone department within the City. Answering to the City Council, the City Attorney provides advice and counsel to the City Manager and City Council regarding strategic policy and problem-solving issues relating to city departments and the City overall.

Responsibilities Include:

- Is responsible for researching, drafting and reviewing City contracts, ordinances, resolutions and other legal documents relative to the administration of legal processes affecting the City.
- Advises the City Manager, and all City departments on a day-to-day basis.
- Provides defense or prosecution of all matters in litigation involving the City; represents and appears for the City and its officers in legal proceedings including trial and appellate courts.
- Provides legal advice and counsel relative to the City's public liability insurance program and worker's compensation program.
- Prosecutes City ordinance violations not handled by the District Attorney as well as non-criminal code enforcement violations.
- Examines and analyzes court decisions and federal, state and local legislation to determine their effect upon City affairs.
- Provides legal counsel on personnel matters; may serve as a member of the City's labor negotiations committee.
- Attends all City Council meetings and Planning Commission meetings upon request for the purpose of providing legal advice/counsel on matters affecting the City.

OPPORTUNITIES & CHALLENGES

Cannabis Ordinance

As of February 2018, South Lake Tahoe began drafting a cannabis ordinance in an effort to get a working document that can be discussed and amended as Council sees fit.

Management of Vacation Rentals

Currently, South Lake Tahoe residents are divided over current laws surrounding vacation rentals in the area. Recent ballot measures include South Lake Tahoe increasing fines for noise and parking violations to \$1,000 in an effort to address the dramatic increase in vacation homes available on internet rental sites. The management of vacation rentals and related ballot initiatives will continue to be a challenge.



IDEAL CANDIDATE

Education and Experience:

A Juris Doctorate from an accredited law school, and 8 years of increasingly responsible experience participating in law, including two years of municipal or other public agency experience and three years of management and administrative responsibility is required. Candidates must be a member in the State Bar of California and possess or obtain a California or Nevada driver's license by time of hire.

Necessary Knowledge, Skills and Abilities:

- Knowledge of California municipal law and the legal principles and practices concerning civil, constitutional and administrative law and procedure.
- Extensive litigation experience and outstanding legal knowledge, including a demonstrated knowledge of California Law and the Brown Act.

- Experience with land use, liability, and labor laws.
- Knowledge of the principles and practices of leadership, motivation, team building and conflict resolution.
- Experience analyzing a budget and technical reports, including the ability to provide solutions and problem solve department cost recommendations.
- Ability to implement a participatory management program throughout the department and motivate staff by inclusion.
- Experience conducting scholarly legal research, writing and reviewing legal briefs, ordinances, resolutions or other legal documents.
- Ability to confidently work side by side with, and support the position of the Council, while treating all members equality and fair in discussion and resolution while providing proper guidance when necessary.
- The ideal candidate will not be afraid to take on claims rather than always looking to settle.
- Ability to state an opinion no matter how difficult that may be to do, not get caught up in personalities, and simply provide facts and honest opinions.
- A proven track record of being ethical, neutral, and not playing favorites.
- Experience working as a collaborative team player, yet also maintaining an independent voice.
- Ability to provide proper and consistent legal guidance to the Council.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities. The ideal candidate will be committed to excellent customer service.



COMPENSATION & BENEFITS

- **\$151,230 - \$183,814 DOQ**
- Medical, Dental, & Vision Insurance
- Life Insurance & Long-Term Disability
- Deferred Compensation
- Education Incentive Pay
- 224 Hours Personal Time Off
- Administrative Leave
- Employee Appreciation Leave
- 12 Paid Holidays
- Wellness Program
- Vehicle Allowance
- Training Program Memberships
- CalPERS

Please visit:
www.cityofslt.us



The City of South Lake Tahoe is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **June 10, 2018** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "submit your application" and follow the directions provided. Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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