

City Attorney's Office

Protecting the Public's Interest



Departmental Function

- The City Attorney protects the public's interest by providing comprehensive, professional, cost-efficient legal advice, representing the City of Lawton's legal interests before judicial and administrative agencies and effectively and efficiently prosecuting all misdemeanor criminal offenses for violation of the Lawton City Code.
- The staff of the Legal Services Department provides the City Council and the employees of the City of Lawton with full legal representation in order that they may lawfully attain the City Council's objectives and other city goals without undue risk to the City of Lawton.
- The City Attorney attends all meetings of the City Council and provide legal advice and opinions whenever requested to do so by the City Council, City Manager and Staff.
- The Legal Services Department approves the form of all contracts made by the City, prepares ordinances and resolutions for the City, drafts and reviews policies and investigates and renders legal opinions on all claims against the City.

Other Departmental Functions

- Ensures the City's compliance with the Open Meeting Act and Open Record Act. Prepared new administrative policies on Open Records Requests processing and records retention. Oversaw the implementation of software to aid the City with efficient records processing and audio/video redaction capabilities.
- Works closely with Neighborhood Services to oversee the abatement of approximately 47 dilapidated structures since July 1, 2021.
- The attorneys taught several key parts of civil and criminal law at the Police Academy in October 2021.
- The Real Property Administrator joined the department in September 2021. Her current work includes obtaining easements (Phase II of the 2017 Ad Valorem Residential Streets and Roads Project), research on all 74 City Parks, lake leases, and assisting in answering real property questions.

Staffing

CITY ATTORNEY

DEPUTY CITY ATTORNEY (2)

ASSISTANT CITY ATTORNEY (2)

REAL PROPERTY ADMINISTRATOR (1)

LEGAL ASSISTANTS (5)

Duties



Judicial

- Civil – FY 2021-2022
 - 26 civil lawsuits are ongoing
 - 1 federal civil rights case was dismissed with prejudice
 - 1 ongoing federal lawsuit (breach of contract)
 - 10 Friendly Suits filed by the City
 - 4 Worker's Compensation Judgments
 - 18 Damage Claims filed against the City
 - 13 collection actions initiated - \$30,675.39 collected
 - 29 bankruptcies, 2 probates, 1 quiet title case and 13 foreclosures are ongoing
 - Numerous settlement agreements drafted and reviewed

Criminal

- Criminal - FY 2021-2022
 - 105 Complaints handled by the City Prosecutor
 - 78 Prosecutor Citations issued
 - Over 6,176 Citations issued by Lawton Police in Municipal Court and reviewed by the City Prosecutor.

Administrative

- 6 Commissions
- 7 Boards
- Numerous Committees
- Numerous Trusts, Authorities & Other Entities
- 2 Fire Grievances processed to closure
- 2 Fire grievances pending
- 2 Police Grievances processed to closure
- 2 Police Grievances pending

Council

- Attends all regularly scheduled & special Council meetings
- 16 Ordinances drafted or reviewed
- 81 Resolutions drafted or reviewed
- Numerous legal opinion memorandums prepared on various issues
- Numerous contracts or agreements drafted or reviewed