

Sec. 4.12. - Duties.

The city attorney shall be the legal advisor to, and attorney and counselor for, the municipality and all of its officers in matters relating to their official duties, and is further charged with the responsibility of prosecuting offenders against the ordinances of City of Fort Lauderdale, and to that end he or she or his or her delegated assistants shall:

- (a) Attend the meetings of the city commission and advise the city commission on all points of law and parliamentary procedure.
- (b) Prepare all ordinances and resolutions required by the city commission for adoption or enactment.
- (c) Prepare, and/or review, all contracts and other instruments in writing in which the municipality is concerned, and endorse on each his or her approval of the form and correctness thereof (except that municipal bonds need not be endorsed with the approval of the city attorney as to form and correctness thereof), and no formal contract with the municipality shall take effect until such approval is so endorsed thereon.
- (d) Protect and defend on behalf of the city all complaints, suits and controversies in which the city is a party, or, when required to do so by the city commission, file any action on behalf of the city.
- (e) Furnish the city commission or the city manager, when requested to do so, his or her opinion on questions of law relating to any legal matter or to the powers, duties, obligations, or liability of any officer or employee of the city.
- (f) Act as the legal advisor to any city board or department.
- (g) If required to do so, compile and codify the laws and ordinances of the City of Fort Lauderdale into a Code of Ordinances; but the city may contract for such work to be performed by other persons and may allow special compensation for such work.
- (h) Perform such other professional duties as may be required of him or her by this charter or by ordinance or resolution of the city commission.
- (i) The deputy city attorney and assistant city attorneys shall work under the supervision of the city attorney, and perform such duties as he or she shall require of them. In such cases they shall have the same powers as the city attorney.

(Ord. No. C-18-47, § 17, 1-22-19)