

## **Article V City Solicitor**

### **§ 501 General Powers and Duties**

The City Solicitor shall be the chief lawyer of the City and shall have the direction and control of all legal matters of the City.

### **§ 502 Qualifications**

The Solicitor must be a member of the Pennsylvania Bar and licensed as an attorney in Pennsylvania and experienced in municipal law. The Solicitor may be an individual or a firm.

### **§ 503 Term of Office**

The Solicitor shall be appointed by the Mayor, by and with the advice and consent of the Council, and shall serve for a term of four years, concurrent with that of the Mayor. The Solicitor shall be removable from office at the discretion of the Mayor, upon written notice of intention to the Council, as provided for heads of departments.

### **§ 504 Requirements of Office - Bond**

Before entering into office, the City Solicitor shall give bond to the City, as required by law, in an amount to be determined by Council.

### **§ 505 Compensation**

The compensation of the City Solicitor shall be as determined and fixed by Council in the annual budget ordinance.

### **§ 505 Powers and Duties of the Solicitor**

1. Represent the City with the City as the client and serve as the chief legal advisor to the Mayor, Council, and all City departments, offices and agencies with the exception of the Zoning Hearing Board which shall have independent counsel.
2. Oversee, as directed by resolution or ordinance, the preparation of all bonds, obligations, contracts, leases, conveyances and assurances to which the City or a City department is a party.
3. Oversee litigation by or against the City or a City officer, in the City officer's official capacity, including:
  - a. Filing of a municipal claim or lien; and
  - b. Administrative practices.
4. Perform any action incident to the office which the City solicitor may be lawfully authorized and required to do by the Mayor or by any ordinance or resolution of Council.
5. The City Solicitor shall provide written opinions on questions of law submitted by any of the following:
  - (1) City Council
  - (2) The Mayor.
  - (3) Any other elected City official.

(4) Any appointed City official designated by Council as authorized to request a written legal opinion.

Council may provide for the regulation of the manner in which questions are presented to the Solicitor by any elected or appointed City official and may limit the questions submitted in the manner Council may direct.

6. Perform such other duties as may be required by the Mayor and/or Council, as prescribed by law, by this Charter or by the City Administrative Code.

#### **§ 506 Assistant Solicitor**

Council may appoint one or more assistant city solicitors to assist the city solicitor in the performance of all duties and shall provide for the compensation of assistant solicitors by resolution.

#### **§ 507. Special Counsel.**

Council may, as it deems necessary, employ the services of special legal counsel to assist the City Solicitor or to advise or represent the City or any of its officials or official bodies or agencies in any legal matter and shall provide for the compensation of special counsel by resolution.