

OBJECTIVES AND METHODS

CITY OF TALLAHASSEE ATTORNEY'S OFFICE - CIVIL ISSUES

OBJECTIVE I Develop an academic familiarity with the substantive areas of municipal law including municipal governmental questions, code enforcement issues, police forfeiture, subrogation, contracts, utilities, animal control, writ of garnishment, land use, and eminent domain issues.

METHOD

1. Review federal and state statutes, regulations, applicable case law, City of Tallahassee Charter, and City of Tallahassee Code of Ordinances with supervising attorney(s).

OBJECTIVE II Develop skills in pretrial practice.

METHOD

1. Participate in factual investigation including witness interviews and review of records in an animal, subrogation, or writ of garnishment case.
2. Research legal precedent and possible remedy.
3. Participate in the development of cooperative legal strategies with other City departments such as Police, Risk Management, Payroll, and the affected department.

OBJECTIVE III Develop negotiation skills.

METHOD

1. Plan a negotiation strategy with supervising attorney on an assigned case.
2. Conduct negotiations with the opposing party.

OBJECTIVE IV For cases in trial posture, develop pleadings, discovery, and conduct hearings.

METHOD

1. Draft, under supervision, pleadings including complaints, answers, affirmative defenses and counterclaims, motions or legal memoranda.
2. Draft or conduct, under supervision, discovery including interrogatories, depositions, motions to produce, requests for admissions, or responses to opposing party's discovery.
3. Prepare, under supervision, trial materials including motions, stipulations, responses to evidentiary problems, trial notebooks and proposed final judgments or orders.
4. Conduct or participate in a hearing including motions argument.