

ARTICLE B. - CITY ATTORNEY AND ASSISTANTS

Sec. 4-4021. - Attending council meetings.

The city attorney or the assistant city attorney shall attend all regular meetings of the city council unless excused by the mayor or city manager. It shall be the duty of the city attorney to see that this section is carried out. If the city attorney is unable for any cause to attend a regular meeting, he shall notify the assistant city attorney to be present at the meeting.

(Code 1959, § 2-42)

Sec. 4-4022. - Authority of city attorney to hire additional legal assistance.

The city attorney is authorized and empowered to hire any lawyer or firm of lawyers, at the city's expense, to do research work in situations involving special or extraordinary circumstances where he deems it advisable and in the interest of the city.

(Code 1959, § 2-43)

Sec. 4-4023. - Approval of written contracts.

No contract which it is proper to have reduced to writing shall be executed on behalf of the city by any officer, agent or employee of the city unless or until the legality and form thereof is approved in writing by the city attorney or assistant city attorney.

(Code 1959, § 2-44)

Sec. 4-4024. - Furnishing legal advice prejudicial to city.

It shall be unlawful for the city attorney to knowingly furnish legal advice, whether gratuitously or for a consideration, to any person, with reference to any matter then pending before the council or any department of the city where the legal advice or information may or might be used to the prejudice of the council or the city itself; or where the information or advice may or might be employed to discredit, embarrass, prejudice or work injury to the city or the council or to any officer thereof when there may be reason to suspect that the legal service would or might be so used.

(Code 1959, § 2-45)

Sec. 4-4025. - Suits against city—Reports to council.

It shall be the duty of the city attorney to report all legal proceedings to the council at its next regular meeting after he has received notice of the proceedings from the city clerk.

(Code 1959, § 2-47)

Sec. 4-4026. - Same—Verification of pleadings.

If pleadings prepared by the city attorney in any legal proceedings require verification, they shall be verified by the head of the city department most involved or interested in such legal proceeding or the consequences thereof; or by any officer or employee of the city familiar with the facts, or by both.

(Code 1959, § 2-48)

Sec. 4-4027. - Same—Acknowledge service; waiver of formal service; notification of council.

The city attorney is hereby authorized and directed to acknowledge service of any suit, order, process, proceeding or notice against the city and to waive formal service and notice, when, in the judgment of the city attorney, such acknowledgement or waiver will or may benefit the city by its advance notice or by expediting the preparation of its defenses or by saving court costs. In all the cases the council shall be notified at or before its next regular meeting if the acknowledgment or waiver is on a new action or proceeding of which the council has no previous notice.

(Code 1959, § 2-49)

Sec. 4-4028. - Claims against city—Form for proof of claim, supply of forms.

- (a) The following "proof of claim" form is hereby adopted as the official form on which all claims hereafter made against the city shall be filed with the city clerk, and on which all accidents shall be reported:

Report and proof of claim
to be filed with city clerk

CITY OF EAST POINT, GEORGIA

To City of East Point:

- (1) Name of injured person: _____
- (2) Res. street address: _____
- (3) Bus. street address: _____
- (4) Married or single: _____ Male or female: _____ Age: _____
- (5)

- (3) when it is required by equity and good morals;
- (4) when the amount is clear and liquidated, or there is a formula or standard by which the exact amount can be definitely computed without litigation or speculation; and
- (5) when the claim has been filed with the city clerk in due time on a claim form furnished by the city.

(Code 1959, § 2-52)

Sec. 4-4031. - Duties of assistant city attorney.

The assistant city attorney shall perform such duties as may be assigned to him from time to time by the city attorney.

(Code 1959, § 2-55)

Secs. 4-4032—4-4040. - Reserved.