

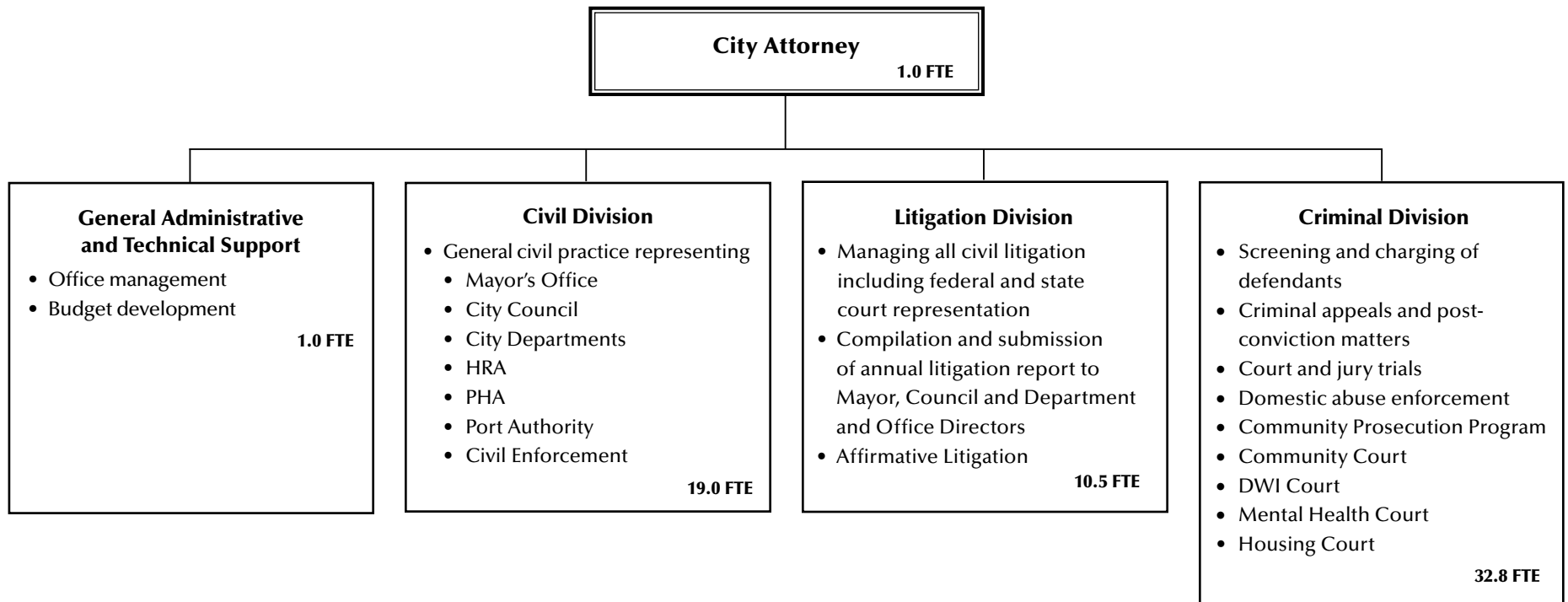
City Attorney's Office

The mission of the Saint Paul City Attorney's Office is to fulfill its duty to represent the city in its legal affairs with integrity, professionalism and collegiality.

Integrity means that we are loyal to the interests of the city and the laws under which it functions.

Professionalism means that we are thorough and creative in representing the interests of the city, respectful of the public process in which we function and courteous to all those with whom we interact.

Collegiality means working together, and with the elected and appointed officials of the city, to continuously seek improvements to the quality of legal services and the efficiency with which they are provided.



(Total 64.3 FTE)

8/02/13

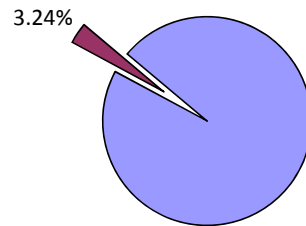
2014 Proposed Budget City Attorney's Office

Department Description:

The Office of the City Attorney strives to deliver outstanding legal services to the City by:

- Providing sound legal advice and superior legal representation to City officials to help them achieve their goals.
- Defending the City in civil litigation matters and aggressively prosecuting civil claims involving the collection of taxpayer monies, public nuisance abatement, and other initiatives that preserve the City's livability and public safety.
- Providing public safety and maintaining the City's livability by effectively prosecuting adult misdemeanor and gross misdemeanor crimes in Saint Paul.

CAO's Portion of General Fund Spending



Department Facts

- Total General Fund Budget: 7,472,013
- Total Special Fund Budget: 1,084,101
- Total FTEs: 64.25
- The CAO handles over 10,000 misdemeanor and gross misdemeanor cases per year.
- Legal settlements & judgments paid in 2012 total \$1,376,531.
- The CAO's Civil Litigation Division defends approximately 75 cases each year.
- More than 51% of civil lawsuits against the city have been resolved by obtaining favorable judgments or dismissals without any payments by the city.

Department Goals

- Aligning CAO resources to City and departmental priority outcomes.
- Holding criminal offenders accountable.
- Improving neighborhoods by increasing code compliance and by decreasing nuisance properties.

Recent Accomplishments

- Grant funding has significantly altered the processing of domestic assault cases where the potential defendant is gone on arrival. Reviewing these cases on a daily basis with the St. Paul Police Department Family and Sexual Violence Unit has cut the turnaround time from approximately 60 days to 13 days. This has resulted in the quadrupling of the number of charged Domestic Violence cases per year from 49 in 2008 to 209 in 2012. The CAO's conviction rates remain between 60%-70% on all domestic violence related offenses. The CAO has increased four fold the number of domestic violence defendants held accountable for their actions and four times the number of victims made safer.
- CAO continues to implement the City of St. Paul Blueprint for Safety Model by enhancing our knowledge of risk and lethality research in domestic violence cases; collaborating with SPPD and advocacy partners. The CAO is creating new gun-related initiatives in domestic violence cases.
- Effectively address and respond to neighborhood quality of life complaints through community prosecutors stationed in each of St. Paul's vital communities.

2014 Proposed Budget

City Attorney's Office

Fiscal Summary

	2012 Actual	2013 Adopted	2014 Proposed	Change	% Change	2013 Adopted FTE	2014 Proposed FTE
Spending							
1000: General Fund	6,892,345	7,142,715	7,472,013	329,298	4.6%	57.25	57.25
7100: Internal Services	1,056,611	1,103,017	1,084,101	(18,916)	-1.7%	7.00	7.00
Total	7,948,956	8,245,732	8,556,114	310,382	3.8%	64.25	64.25
Financing							
1000: General Fund	1,696,772	1,512,033	1,502,351	(9,682)	-0.6%		
7100: Internal Services	1,069,310	1,103,017	1,084,101	(18,916)	-1.7%		
Total	2,766,082	2,615,050	2,586,452	(28,598)	-1.1%		

Budget Changes Summary

Spending changes in the City Attorney's Office's (CAO) 2014 proposed budget are largely due to current service level updates. The 2014 budget will allow CAO to continue crucial activities such as the Joint Prosecution Unit, Community Prosecution Program, and Domestic Violence Blueprint, as well as general criminal, civil, and civil litigation activities. The CAO's Civil Division and Civil Litigation Division will invest in new software to provide attorneys and staff a more effective practice management system.

1000: General Fund**City Attorney's Office**

		Change from 2013 Adopted		
		<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
Current Service Level Adjustments		315,435	(9,682)	-
	Subtotal:	<u>315,435</u>	<u>(9,682)</u>	<u>-</u>
Practice Management Software				
CAO's 2014 proposed budget includes resources to maintain new practice management software. This investment will help standardize methods for tracking data related to legal case matters, and will enhance transparency of information, productivity, mobility and flexibility for staff.				
Software expense		20,000	-	-
	Subtotal:	<u>20,000</u>	<u>-</u>	<u>-</u>
Sales Tax Exemption				
During the 2013 legislative session, the State of MN Legislature exempted many purchases made by local governments from the state sales tax. This is expected to result in savings to many city departments. The City Attorney's Office's estimated General Fund savings are shown here.				
Sales tax exemption savings		(6,137)	-	-
	Subtotal:	<u>(6,137)</u>	<u>-</u>	<u>-</u>
Fund 1000 Budget Changes Total		<u><u>329,298</u></u>	<u><u>(9,682)</u></u>	<u><u>-</u></u>

7100: Internal Services**City Attorney's Office**

Attorneys and support staff who support outside agencies and certain special fund departments are budgeted here. Agencies and departments are charged for the cost of services received.

		Change from 2013 Adopted		
		<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
Current Service Level Adjustments				
Current service level changes are due mostly to staffing changes in which vacancies were filled at lower steps.				
Staffing and other current service level changes		(18,916)	(18,916)	-
Subtotal:		(18,916)	(18,916)	-
Fund 7100 Budget Changes Total		(18,916)	(18,916)	-



Spending Reports

CITY OF SAINT PAUL
Department Budget Summary
(Spending and Financing)

Budget Year: 2014

Department: CITY ATTORNEY

	2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted
<u>Spending by Fund</u>					
1000 GENERAL FUND	6,609,516	6,892,345	7,142,715	7,472,013	329,298
2400 CITY GRANTS	69,984				
7100 CENTRAL SERVICES INTERNAL	974,284	1,056,611	1,103,017	1,084,101	(18,916)
TOTAL SPENDING BY FUND	7,653,784	7,948,956	8,245,732	8,556,114	310,382
<u>Spending by Major Account</u>					
EMPLOYEE EXPENSE	7,083,145	7,333,115	7,635,410	7,893,985	258,576
SERVICES	453,398	535,078	497,952	500,468	2,516
MATERIALS AND SUPPLIES	45,723	62,320	86,638	145,610	58,972
TRANSFER OUT AND OTHER SPEND	71,518	18,443	25,733	16,051	(9,682)
TOTAL SPENDING BY MAJOR ACCOUNT	7,653,784	7,948,956	8,245,732	8,556,114	310,382
<u>Financing by Major Account</u>					
GENERAL FUND REVENUES	1,136,399	1,696,772	1,512,033	1,502,351	(9,682)
SPECIAL FUND REVENUES					
INTERGOVERNMENTAL REVENUE	70,047				
FEES SALES AND SERVICES	1,014,819	1,069,310	1,103,016	1,084,101	(18,915)
TRANSFERS IN OTHER FINANCING	24,444				
TOTAL FINANCING BY MAJOR ACCOUNT	2,245,709	2,766,082	2,615,049	2,586,452	(28,597)

CITY OF SAINT PAUL
Spending Plan Summary

Department: CITY ATTORNEY
Fund: 1000 GENERAL FUND
Division: CITY ATTORNEY ADMIN

Budget Year: 2014

	Spending					Personnel				
	2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted	2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted
<u>Spending by Major Account</u>										
EMPLOYEE EXPENSE	6,166,807	6,351,151	6,658,773	6,923,407	264,634					
SERVICES	378,231	488,803	422,815	430,520	7,705					
MATERIALS AND SUPPLIES	40,034	52,380	61,127	118,086	56,959					
TRANSFER OUT AND OTHER SPEND	24,444	10								
TOTAL FOR DIVISION	6,609,516	6,892,345	7,142,715	7,472,013	329,298					
<u>Spending by Accounting Unit</u>										
1000200 CITY ATTORNEY GENERAL	6,609,516	6,892,345	7,142,715	7,472,013	329,298	56.15	56.50	57.25	57.25	
TOTAL FOR DIVISION	6,609,516	6,892,345	7,142,715	7,472,013	329,298	56.15	56.50	57.25	57.25	

CITY OF SAINT PAUL
Spending Plan Summary

Department: CITY ATTORNEY
Fund: 2400 CITY GRANTS
Division: CITY ATTORNEY ADMIN

Budget Year: 2014

	Spending					Personnel				
	2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted	2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted
<u>Spending by Major Account</u>										
EMPLOYEE EXPENSE	36,869									
SERVICES	33,178									
MATERIALS AND SUPPLIES	(63)									
TOTAL FOR DIVISION	69,984									
<u>Spending by Accounting Unit</u>										
1030200 VAWA STOP GRANT	69,984					0.35				
TOTAL FOR DIVISION	69,984					0.35				

CITY OF SAINT PAUL
Spending Plan Summary

Department: CITY ATTORNEY
Fund: 7100 CENTRAL SERVICES INTERNAL
Division: CITY ATTORNEY ADMIN

Budget Year: 2014

	Spending					Personnel				
	2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted	2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted
<u>Spending by Major Account</u>										
EMPLOYEE EXPENSE	879,468	981,963	976,636	970,578	(6,058)					
SERVICES	41,989	46,275	75,137	69,948	(5,189)					
MATERIALS AND SUPPLIES	5,752	9,940	25,511	27,524	2,013					
TRANSFER OUT AND OTHER SPEND	47,074	18,433	25,733	16,051	(9,682)					
TOTAL FOR DIVISION	974,284	1,056,611	1,103,017	1,084,101	(18,916)					
<u>Spending by Accounting Unit</u>										
1010200 CITY ATTY OUTSIDE SERV	974,284	1,056,611	1,103,017	1,084,101	(18,916)	7.00	7.00	7.00	7.00	
TOTAL FOR DIVISION	974,284	1,056,611	1,103,017	1,084,101	(18,916)	7.00	7.00	7.00	7.00	



Financing Reports

CITY OF SAINT PAUL
Financing by Company and Department

Department: CITY ATTORNEY
Company: 1000 GENERAL FUND

Budget Year: 2014

		2011	2012	2013	2014	Change From
		Actuals	Actuals	Adopted	Mayor's	2013
Account	Account Description				Proposed	Adopted
42640-0	PRECOURT DIVERSION	50,129	50,803	40,000	40,000	
43100-0	CONTINUANCE FOR DISMISSAL	979,488	1,558,779	1,400,000	1,400,000	
43105-0	SUBSTANTIAL ABATEMENT LEGAL			25,000	25,000	
43510-0	COPIES	844	938	1,300	1,300	
44180-0	REIMBURSEMENT INVESTIGATION	620		20,000	20,000	
44805-0	LEGAL SERVICES	8,931	16,760			
44845-0	MISCELLANEOUS SERVICES	30,495	37,022			
45140-0	FORFEITURES	2,147	1,004			
49140-0	TRANSFER FR SPECIAL REVENUE FU	41,905				
49160-0	TRANSFER FR CAPITAL PROJ FUND	21,840	14,255			
49180-0	TRANSFER FR INTERNAL SERVICE F		17,185	25,733	16,051	(9,682)
49930-0	JURY DUTY PAY		26			
TOTAL FOR REVENUE		1,136,399	1,696,772	1,512,033	1,502,351	(9,682)
1000	GENERAL FUND	1,136,399	1,696,772	1,512,033	1,502,351	(9,682)

CITY OF SAINT PAUL
Financing by Company and Department

Department: CITY ATTORNEY
Company: 2400 CITY GRANTS

Budget Year: 2014

		2011	2012	2013	2014	Change From
		Actuals	Actuals	Adopted	Mayor's	2013
Account	Account Description				Proposed	Adopted
42230-0	DOJ MN DEPT OF PUBLIC SAFETY	70,047				
49130-0	TRANSFER FR GENERAL FUND	24,444				
TOTAL FOR REVENUE		94,491				
2400	CITY GRANTS	94,491				

CITY OF SAINT PAUL
Financing by Company and Department

Department: CITY ATTORNEY
Company: 7100 CENTRAL SERVICES INTERNAL

Budget Year: 2014

		2011	2012	2013	2014	Change From
		Actuals	Actuals	Adopted	Mayor's	2013
Account	Account Description				Proposed	Adopted
44795-0	SERVICES TO PUBLIC HOUSING	353,186	388,678	404,505	418,161	13,656
44800-0	SERVICES HRA REV BONDS	324,461	336,481	343,991	300,314	(43,677)
44805-0	LEGAL SERVICES	337,172	344,150	354,520	365,626	11,106
TOTAL FOR REVENUE		1,014,819	1,069,310	1,103,016	1,084,101	(18,915)
7100	CENTRAL SERVICES INTERNAL	1,014,819	1,069,310	1,103,016	1,084,101	(18,915)
GRAND TOTAL FOR CITY ATTORNEY		2,245,709	2,766,082	2,615,049	2,586,452	(28,597)

City of Saint Paul
Financing Plan by Department

Department: CITY ATTORNEY
Fund: 1000 GENERAL FUND

Budget Year: 2014

		2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted
<u>Financing by Accounting Unit</u>						
1000200	CITY ATTORNEY GENERAL OPS	1,136,399	1,696,772	1,512,033	1,502,351	(9,682)
TOTAL FOR DEPARTMENT		1,136,399	1,696,772	1,512,033	1,502,351	(9,682)
<u>Financing by Major Account</u>						
	INTERGOVERNMENTAL REVENUE	50,129	50,803	40,000	40,000	
	FEES SALES AND SERVICES	1,020,378	1,613,499	1,446,300	1,446,300	
	FINE AND FORFEITURE	2,147	1,004			
	TRANSFERS IN OTHER FINANCING	63,745	31,466	25,733	16,051	(9,682)
TOTAL BY MAJOR ACCOUNT GROUP		1,136,399	1,696,772	1,512,033	1,502,351	(9,682)

City of Saint Paul
Financing Plan by Department

Department: CITY ATTORNEY
Fund: 2400 CITY GRANTS

Budget Year: 2014

		2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted
<u>Financing by Accounting Unit</u>						
1030200	VAWA STOP GRANT	94,491				
TOTAL FOR DEPARTMENT		94,491				
<u>Financing by Major Account</u>						
INTERGOVERNMENTAL REVENUE		70,047				
TRANSFERS IN OTHER FINANCING		24,444				
TOTAL BY MAJOR ACCOUNT GROUP		94,491				

City of Saint Paul
Financing Plan by Department

Department: CITY ATTORNEY
Fund: 7100 CENTRAL SERVICES INTERNAL

Budget Year: 2014

		2011 Actuals	2012 Actuals	2013 Adopted	2014 Mayor's Proposed	Change From 2013 Adopted
<u>Financing by Accounting Unit</u>						
1010200	CITY ATTY OUTSIDE SERVICES	1,014,819	1,069,310	1,103,016	1,084,101	(18,915)
TOTAL FOR DEPARTMENT		1,014,819	1,069,310	1,103,016	1,084,101	(18,915)
<u>Financing by Major Account</u>						
	FEES SALES AND SERVICES	1,014,819	1,069,310	1,103,016	1,084,101	(18,915)
TOTAL BY MAJOR ACCOUNT GROUP		1,014,819	1,069,310	1,103,016	1,084,101	(18,915)

