

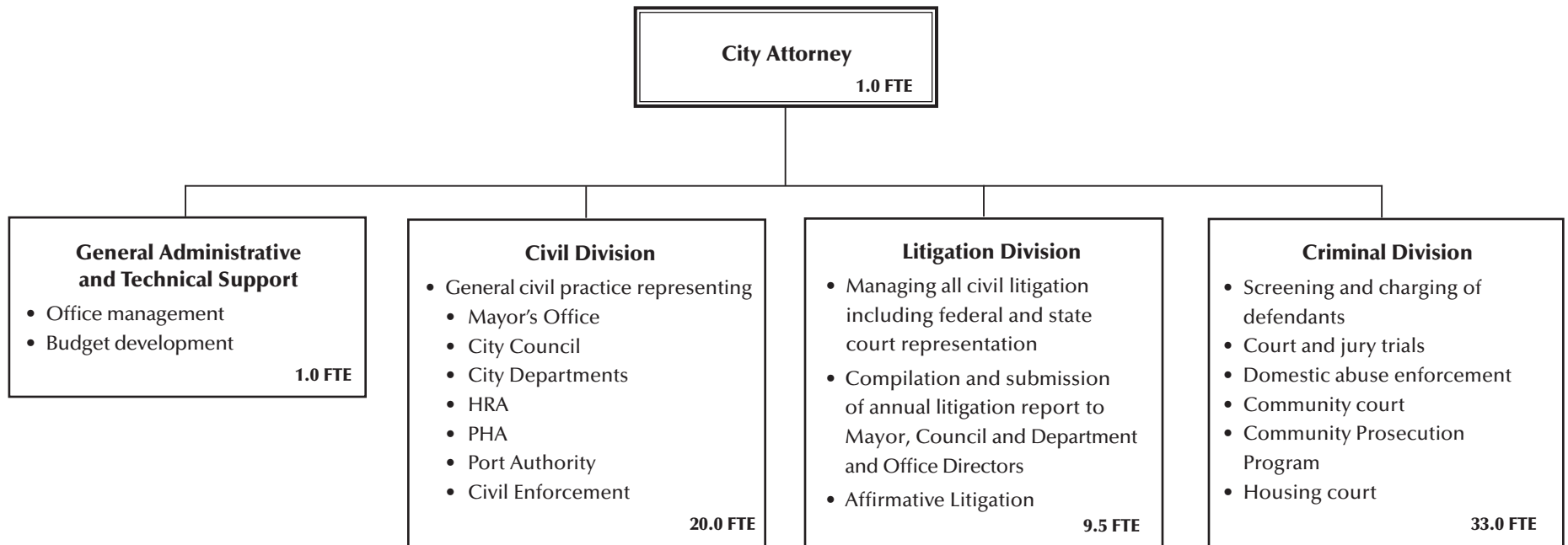
# City Attorney's Office

*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 64.5 FTE)**

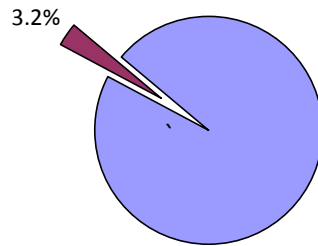
**2011 Mayor's Proposed Budget**  
**City Attorney's Office**

**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, civil gang injunctions 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: \$6,943,356
- Total Special Fund Budget: \$1,103,889
- Total FTEs: 64.5
- Legal settlements & judgments in 2008 and 2009 were at all time lows - \$271,350 and \$159,500 respectively.
- The CAO handles about 15,000 misdemeanor and gross misdemeanor cases per year.
- Approx. 75 civil litigation matters handled by CAO's civil litigation division each year.

**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**

- From January 2009 to the present the City's Worthless Check Program has returned over \$19,483.37 to St. Paul merchants. \$10,000 is being paid back under active payment plans and \$4,894.00 in bad checks have been forwarded for prosecution review.
- Since 2009 the City's Pilot Driver Diversion Program has assisted 850 participants obtain valid permits to drive while paying off court fines and fees. Statewide, over \$160,000 in fines have been paid, with \$34,000 of those funds coming to St. Paul.
- Grant funding has allowed the Criminal Division to alter the processing of domestic assault cases where the potential defendant is gone on arrival. Reviewing these cases daily has cut the turnaround time from approx. 60 days to 8.5 days, raised charging rates from approx. 25% to 75% and increased conviction rates from approx. 70% to 80%.
- In our Domestic Unit actual Qualified Domestic Violence Related Convictions on GOA cases have gone from a total of 35 per year to a projected 140. That's over 100 more victims each year that are being made safer and 100 more defendants each year being held accountable.
- Formed a National Multi-City Litigation Working Group on Foreclosures to coordinate legal strategies with other cities to prevent foreclosures and reduce vacant properties.
- Continued to successfully manage the City's tort liability and outside counsel budgets; aligned CAO resources to City and department priorities.
- The Criminal Division continues to implement The City of St. Paul Blueprint for Safety.

## 2011 Mayor's Proposed Budget

### City Attorney's Office

#### Fiscal Summary

	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2011 Proposed</u>	<u>Change</u>	<u>% Change</u>
<b>Spending</b>					
1000: General Fund	6,271,921	6,396,084	6,943,356	547,272	8.6%
2400: Grants	29,948	140,053	46,840	(93,213)	-66.6%
7100: Central Services Internal	1,134,362	1,417,908	1,053,847	(364,061)	-25.7%
<b>Financing</b>					
1000: General Fund	891,534	1,024,646	1,074,782	50,136	4.9%
2400: Grants	29,948	140,053	46,840	(93,213)	-66.6%
7100: Central Services Internal	1,275,339	1,417,908	1,053,847	(364,061)	-25.7%

## Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
<b>1000: General Fund</b>		
Shift attorneys that support the Department of Safety and Inspections from CAO's Outside Services Fund to the General Fund. This reflects salaries only, and does not include central service or overhead charges.	432,694	
3-year grant for domestic violence intervention and prevention ends mid-2011; the attorney funded by this grant will move back to the general fund when the grant is exhausted.	51,574	
Increased Continuance for Dismissal (CFD) revenues budgeted in the City Attorney's Office. This is a shift to more accurately reflect the split of fees and fines versus CFD revenues.		150,000
Current service level adjustments, primarily consisting of merit-based salary increases, adjustments to fringe benefits calculations and central service charges, and adjustments to transfer financing.	63,004	(99,864)
	<u>547,272</u>	<u>50,136</u>
<b>2400: Grants</b>		
This 3-year grant ends mid-2011. The attorney supported by this grant will shift to the general fund when the grant is exhausted. This change reflects the adjustment from the 2010 portion of the grant to the 2011 portion.	(93,213)	(93,213)
	<u>(93,213)</u>	<u>(93,213)</u>
<b>7100: Central Services Internal</b>		
Shift attorneys that support the Department of Safety and Inspections from CAO's Outside Services Fund to the General Fund. Spending reflects the salaries moved out of the department. The financing includes these salaries, plus central service and overhead charges	(567,700)	(567,700)
Additional attorney assigned to Public Housing Authority (PHA), at the request of PHA.	171,563	171,563
Current service level adjustments, including merit-based salary increases, adjustments to fringe benefits, adjustments for central services, and revised financing projections.	32,076	32,076
	<u>(364,061)</u>	<u>(364,061)</u>

# Spending Reports

**CITY OF SAINT PAUL**  
**Department Budget Summary**

Department: CITY ATTORNEY

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's Proposed	Change From 2010 Adopted
<b><u>Spending by Fund</u></b>						
1000	GENERAL FUND	6,332,106	6,271,921	6,396,084	6,943,356	547,272
2400	GRANT		29,948	140,053	46,840	(93,213)
7100	CENTRAL SERVICES INTERNAL	1,129,819	1,134,362	1,417,908	1,053,847	(364,061)
<b>TOTAL SPENDING BY FUND</b>		<b>7,461,924</b>	<b>7,436,230</b>	<b>7,954,045</b>	<b>8,044,044</b>	<b>89,999</b>
<b><u>Spending by Major Account</u></b>						
	EMPLOYEE EXPENSE	6,557,205	6,930,314	7,167,062	7,376,703	209,641
	SERVICES	745,725	426,041	519,652	511,142	(8,510)
	MATERIALS AND SUPPLIES	91,231	76,026	99,029	87,850	(11,179)
	OTHER MISCELLANEOUS	638	687	2,000	2,000	
	NON OPERATING EXPENSE	67,126	3,162	166,302	66,349	(99,953)
<b>TOTAL SPENDING BY MAJOR ACCOUNT</b>		<b>7,461,924</b>	<b>7,436,230</b>	<b>7,954,045</b>	<b>8,044,044</b>	<b>89,999</b>
<b><u>Financing by Major Account</u></b>						
	GENERAL FUND REVENUES	975,953	891,534	1,024,646	1,074,782	50,136
	SPECIAL FUND REVENUES					
	INTERGOVERNMENTAL REVENUE		29,948	115,520	22,396	(93,124)
	FEES SALES AND SERVICES	1,183,258	1,275,339	1,354,685	1,053,847	(300,838)
	MISCELLANEOUS REVENUE	594				
	OTHER FINANCING SOURCE NON OPERATING INCOME			24,533	24,444	(89)
	BUDGET ADJUSTMENTS			63,223		(63,223)
<b>TOTAL FINANCING BY MAJOR ACCOUNT</b>		<b>2,159,804</b>	<b>2,196,820</b>	<b>2,582,607</b>	<b>2,175,469</b>	<b>(407,138)</b>

**CITY OF SAINT PAUL**  
**Spending Plan Summary**  
2011 Mayor's Proposed

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

Budget Year: 2011

	Spending					Personnel				
	2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's Proposed	Change From 2010 Adopted	2008 Adopted	2009 Adopted	2010 Adopted	2011 Mayor's Proposed	Change From 2010 Adopted
<b><u>Spending by Major Account</u></b>										
EMPLOYEE EXPENSE	5,564,814	5,835,037	5,897,798	6,396,159	498,361					
SERVICES	689,993	371,374	399,019	452,563	53,544					
MATERIALS AND SUPPLIES	76,661	64,823	72,734	68,190	(4,544)					
OTHER MISCELLANEOUS	638	687	2,000	2,000						
NON OPERATING EXPENSE			24,533	24,444	(89)					
<b>TOTAL FOR DIVISION</b>	<b>6,332,106</b>	<b>6,271,921</b>	<b>6,396,084</b>	<b>6,943,356</b>	<b>547,272</b>					
<b><u>Spending by Accounting Unit</u></b>										
1000200 CITY ATTORNEY GENERAL	6,332,106	6,271,921	6,396,084	6,943,356	547,272				57.15	57.15
<b>TOTAL FOR DIVISION</b>	<b>6,332,106</b>	<b>6,271,921</b>	<b>6,396,084</b>	<b>6,943,356</b>	<b>547,272</b>				<b>57.15</b>	<b>57.15</b>

**CITY OF SAINT PAUL**  
**Spending Plan Summary**  
2011 Mayor's Proposed

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

Budget Year: 2011

	Spending					Personnel				
	2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's Proposed	Change From 2010 Adopted	2008 Adopted	2009 Adopted	2010 Adopted	2011 Mayor's Proposed	Change From 2010 Adopted
<b><u>Spending by Major Account</u></b>										
EMPLOYEE EXPENSE		29,948	91,721	46,841	(44,880)					
SERVICES			43,052	0	(43,052)					
MATERIALS AND SUPPLIES			5,280		(5,280)					
<b>TOTAL FOR DIVISION</b>		<b>29,948</b>	<b>140,053</b>	<b>46,840</b>	<b>(93,213)</b>					
<b><u>Spending by Accounting Unit</u></b>										
1030200 VAWA STOP GRANT		29,948	140,053	46,840	(93,213)				0.35	0.35
<b>TOTAL FOR DIVISION</b>		<b>29,948</b>	<b>140,053</b>	<b>46,840</b>	<b>(93,213)</b>				<b>0.35</b>	<b>0.35</b>



**CITY OF SAINT PAUL**  
**Spending Plan Summary**  
2011 Mayor's Proposed

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

Budget Year: 2011

	Spending					Personnel				
	2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's Proposed	Change From 2010 Adopted	2008 Adopted	2009 Adopted	2010 Adopted	2011 Mayor's Proposed	Change From 2010 Adopted
<b><u>Spending by Major Account</u></b>										
EMPLOYEE EXPENSE	992,391	1,065,329	1,177,543	933,703	(243,840)					
SERVICES	55,732	54,668	77,581	58,579	(19,002)					
MATERIALS AND SUPPLIES	14,569	11,202	21,015	19,660	(1,355)					
NON OPERATING EXPENSE	67,126	3,162	141,769	41,905	(99,864)					
<b>TOTAL FOR DIVISION</b>	<b>1,129,819</b>	<b>1,134,362</b>	<b>1,417,908</b>	<b>1,053,847</b>	<b>(364,061)</b>					
<b><u>Spending by Accounting Unit</u></b>										
1010200 CITY ATTY OUTSIDE SER	1,129,589	1,134,362	1,417,908	1,053,847	(364,061)				7.00	7.00
1010204 COMMUNITY OUTREACH PR	230									
<b>TOTAL FOR DIVISION</b>	<b>1,129,819</b>	<b>1,134,362</b>	<b>1,417,908</b>	<b>1,053,847</b>	<b>(364,061)</b>				<b>7.00</b>	<b>7.00</b>



# **Financing Reports**

**CITY OF SAINT PAUL**  
**Financing by Major Account Group**

Department: CITY ATTORNEY  
 Company: 1000 GENERAL FUND

Budget Year: 2011

Account	Account Description	2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's Proposed	Change From
						2010 Adopted
41025	CONTINUANCE FOR DISMISSAL	880,978	775,686	835,747	985,747	150,000
41030	SUBSTANTIAL ABATEMENTS			25,000	25,000	
41745	INSTITUTIONAL NETWORK USER FEE	466	604	1,300	1,300	
41940	LEGAL SERVICES		14,000			
42075	REIMBURSEMENT INVESTIGATION	10,200	42,895	20,000	20,000	
<b>TOTAL FOR FEES SALES AND SERVICES</b>		<b>891,643</b>	<b>833,185</b>	<b>882,047</b>	<b>1,032,047</b>	<b>150,000</b>
40770	PRECOURT DIVERSION		2,200			
<b>TOTAL FOR INTERGOVERNMENTAL REVENUE</b>			<b>2,200</b>			
42730	OUTSIDE CONTRIBUTION AND DONATIONS		7,800			
42825	DAMAGE CLAIM FROM OTHERS		1,100			
42910	CONFISCATED MONEY	9,840	6,523	830	830	
<b>TOTAL FOR MISCELLANEOUS REVENUE</b>		<b>9,840</b>	<b>15,423</b>	<b>830</b>	<b>830</b>	
43665	TRANSFER FR SPECIAL REVENUE FUND	10,000	10,000	141,769	41,905	(99,864)
43675	TRANSFER FR CAPITAL PROJ FUND		30,725			
43685	TRANSFER FR INTERNAL SERVICE FUND	64,469				
<b>TOTAL FOR OTHER FINANCING SOURCE NON OPER</b>		<b>74,469</b>	<b>40,725</b>	<b>141,769</b>	<b>41,905</b>	<b>(99,864)</b>
<b>1000</b>	<b>GENERAL FUND</b>	<b>975,953</b>	<b>891,534</b>	<b>1,024,646</b>	<b>1,074,782</b>	<b>50,136</b>

**CITY OF SAINT PAUL**  
**Financing by Major Account Group**

Department: CITY ATTORNEY  
 Company: 2400 GRANT

Budget Year: 2011

Account	Account Description	2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's Proposed	<u>Change From</u>
						2010 Adopted
40540	OTHER FED DIR GRANTS STATE		29,948	115,520	22,396	(93,124)
<b>TOTAL FOR INTERGOVERNMENTAL REVENUE</b>			<b>29,948</b>	<b>115,520</b>	<b>22,396</b>	<b>(93,124)</b>
43660	TRANSFER FR GENERAL FUND			24,533	24,444	(89)
<b>TOTAL FOR OTHER FINANCING SOURCE NON OPER</b>				<b>24,533</b>	<b>24,444</b>	<b>(89)</b>
<b>2400</b>	<b>GRANT</b>		<b>29,948</b>	<b>140,053</b>	<b>46,840</b>	<b>(93,213)</b>

**CITY OF SAINT PAUL**  
**Financing by Major Account Group**

Department: CITY ATTORNEY  
 Company: 7100 CENTRAL SERVICES INTERNAL

Budget Year: 2011

Account	Account Description	2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's Proposed	<u>Change From</u>
						2010 Adopted
39015	SERVICES TO PUBLIC WORKS			63,223		(63,223)
<b>TOTAL FOR BUDGET ADJUSTMENTS</b>				<b>63,223</b>		<b>(63,223)</b>
41735	PUBLIC HEALTH SERVICES			52,025		(52,025)
41930	SERVICES TO PUBLIC HOUSING	165,916	202,387	215,315	358,654	143,339
41935	SERVICES HRA REV BONDS	348,688	369,601	349,759	344,849	(4,910)
41940	LEGAL SERVICES	668,654	703,351	737,586	350,344	(387,242)
<b>TOTAL FOR FEES SALES AND SERVICES</b>		<b>1,183,258</b>	<b>1,275,339</b>	<b>1,354,685</b>	<b>1,053,847</b>	<b>(300,838)</b>
42840	REFUNDS OVERPAYMENTS	534				
42930	JURY DUTY PAY REFUND	60				
<b>TOTAL FOR MISCELLANEOUS REVENUE</b>		<b>594</b>				
<b>7100</b>	<b>CENTRAL SERVICES INTERNAL</b>	<b>1,183,851</b>	<b>1,275,339</b>	<b>1,417,908</b>	<b>1,053,847</b>	<b>(364,061)</b>
<b>GRAND TOTAL FOR CITY ATTORNEY</b>		<b>2,159,804</b>	<b>2,196,820</b>	<b>2,582,607</b>	<b>2,175,469</b>	<b>(407,138)</b>

**City of Saint Paul**  
**Financing Plan by Department and Accounting Unit**

Department: CITY ATTORNEY  
Fund: 1000 General Fund

Budget Year: 2011

		2008	2009	2010	2011	Change From
		Actuals	Actuals	Adopted	Mayor's	2010 Adopted
<b><u>Financing by Accounting Unit</u></b>						
1000200	CITY ATTORNEY GENERAL OPS	975,953	891,534	1,024,646	1,074,782	50,136
<b>TOTAL FOR DEPARTMENT</b>		<b>975,953</b>	<b>891,534</b>	<b>1,024,646</b>	<b>1,074,782</b>	<b>50,136</b>
<b><u>Financing by Major Account</u></b>						
	FEES SALES AND SERVICES	891,643	833,185	882,047	1,032,047	150,000
	INTERGOVERNMENTAL REVENUE		2,200			
	MISCELLANEOUS REVENUE	9,840	15,423	830	830	
	OTHER FINANCING SOURCE NON OPERATING INCOME	74,469	40,725	141,769	41,905	(99,864)
<b>TOTAL BY MAJOR ACCOUNT GROUP</b>		<b>975,953</b>	<b>891,534</b>	<b>1,024,646</b>	<b>1,074,782</b>	<b>50,136</b>

**City of Saint Paul**  
**Financing Plan by Department and Accounting Unit**

Department: CITY ATTORNEY  
Fund: 2400 Grant

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's	Change From 2010 Adopted
<b><u>Financing by Accounting Unit</u></b>						
1030200	VAWA STOP GRANT		29,948	140,053	46,840	(93,213)
<b>TOTAL FOR DEPARTMENT</b>			<b>29,948</b>	<b>140,053</b>	<b>46,840</b>	<b>(93,213)</b>
<b><u>Financing by Major Account</u></b>						
INTERGOVERNMENTAL REVENUE			29,948	115,520	22,396	(93,124)
OTHER FINANCING SOURCE NON OPERATING INCOME				24,533	24,444	(89)
<b>TOTAL BY MAJOR ACCOUNT GROUP</b>			<b>29,948</b>	<b>140,053</b>	<b>46,840</b>	<b>(93,213)</b>



**City of Saint Paul**  
**Financing Plan by Department and Accounting Unit**

Department: CITY ATTORNEY  
Fund: 7100 Central Services Internal

Budget Year: 2011

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Mayor's	Change From 2010 Adopted
<b><u>Financing by Accounting Unit</u></b>						
1010200	CITY ATTY OUTSIDE SERVICES	1,183,851	1,275,339	1,417,908	1,053,847	(364,061)
<b>TOTAL FOR DEPARTMENT</b>		<b>1,183,851</b>	<b>1,275,339</b>	<b>1,417,908</b>	<b>1,053,847</b>	<b>(364,061)</b>
<b><u>Financing by Major Account</u></b>						
BUDGET ADJUSTMENTS				63,223		(63,223)
FEES SALES AND SERVICES		1,183,258	1,275,339	1,354,685	1,053,847	(300,838)
MISCELLANEOUS REVENUE		594				
<b>TOTAL BY MAJOR ACCOUNT GROUP</b>		<b>1,183,851</b>	<b>1,275,339</b>	<b>1,417,908</b>	<b>1,053,847</b>	<b>(364,061)</b>