

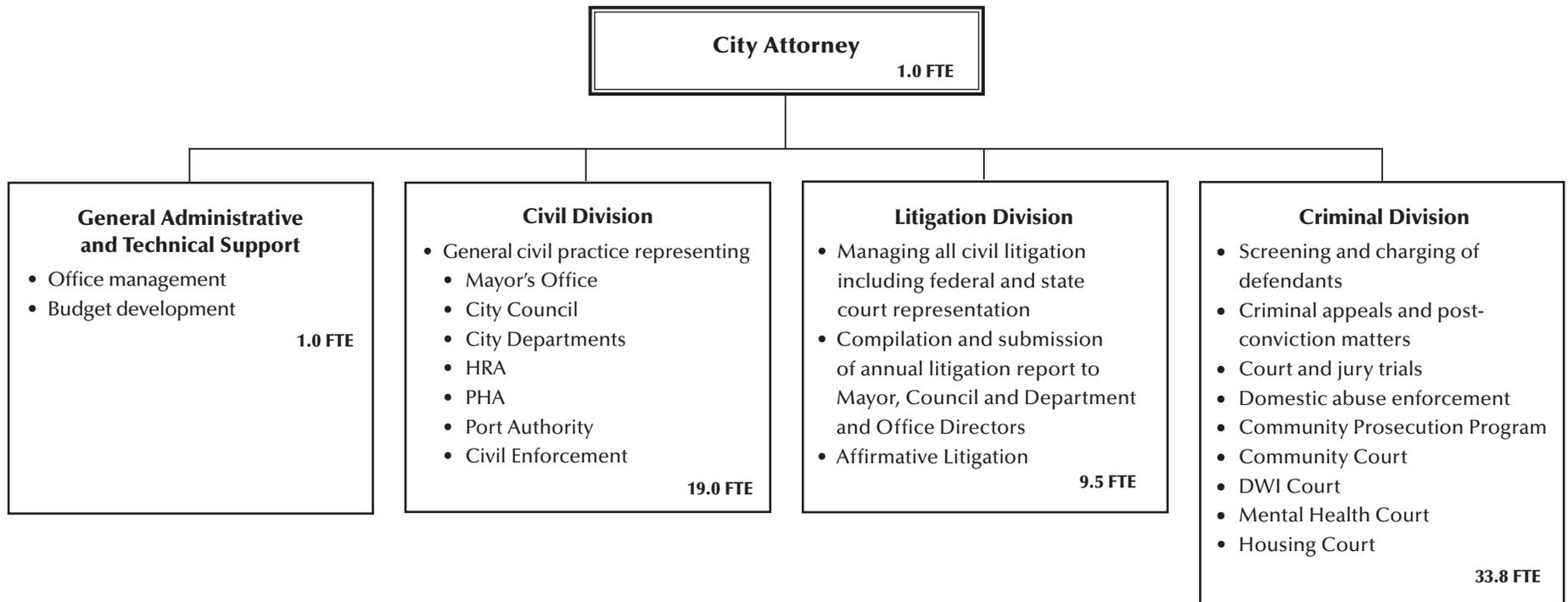
# City Attorney's Office

*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)

8/02/12

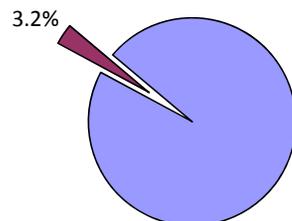
## 2013 Mayor's Proposed Budget City Attorney's Office

### 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, 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: 7,169,056
- Total Special Fund Budget: 1,103,016
- Total FTEs: 64.25
- The CAO handles over 10,000 misdemeanor and gross misdemeanor cases per year.
- Legal settlements & judgments paid in 2011 total \$940K.
- The CAO's Civil Litigation Division defends approximately 75 cases each year.
- More than 74% 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 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 approximately 70% to 80%.
- Since 2009 the City's Pilot Driver Diversion Program has assisted participants with obtaining a valid permit to drive while they pay off court fines & fees.
- Qualified domestic violence Related convictions on GOA cases have gone from a total of 35/year to a projected 140. Each year, over 100 more victims of domestic violence are being made safer & over 100 defendants are being held accountable for their behavior that otherwise would have escaped our grasp.
- Continued to implement The City of St. Paul Blueprint for Safety; continued to successfully manage the City's tort liability and outside counsel budgets & align CAO resources to City & department priorities.

**2013 Mayor's Proposed Budget**

**City Attorney's Office**

**Fiscal Summary**

	<u>2011 Actual</u>	<u>2012 Adopted</u>	<u>2013 Proposed</u>	<u>Change</u>	<u>% Change</u>	<u>2012 Adopted FTE</u>	<u>2013 Proposed FTE</u>
<b>Spending</b>							
1000: General Fund	6,609,516	6,965,897	7,169,056	203,159	2.9%	56.50	57.25
7100: Internal Services	974,284	1,052,418	1,103,016	50,598	4.8%	7.00	7.00
<b>Financing</b>							
1000: General Fund	1,136,399	1,161,623	1,112,033	(49,590)	-4.3%		
7100: Internal Services	1,014,819	1,052,418	1,103,016	50,598	4.8%		

**Budget Changes Summary**

Spending changes in the City Attorney's 2013 proposed budget are largely due to current service level updates. This will allow CAO to continue activities such as the Joint Prosecution Unit, Community Prosecution Program, and Domestic Violence Blueprint, as well as general criminal, civil, and civil litigation activities.

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

		<b>Change from 2012 Adopted</b>		
		<b>Spending</b>	<b>Financing</b>	<b>FTE</b>
<b>Current Service Level Adjustments</b>		119,741	(49,590)	-
	Subtotal:	119,741	(49,590)	-
<b>Restore attorney</b>				
Restore a partial FTE to reflect an attorney returning from a leave of absence.				
Staff adjustment		83,418	-	0.75
	Subtotal:	83,418	-	0.75
<b>Fund 1000 Budget Changes Total</b>		203,159	(49,590)	0.75

**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.

		<b>Change from 2012 Adopted</b>		
		<b>Spending</b>	<b>Financing</b>	<b>FTE</b>
<b>Current Service Level Adjustments</b>		50,598	50,598	-
	Subtotal:	50,598	50,598	-
<b>Fund 7100 Budget Changes Total</b>		50,598	50,598	-

# Spending Reports

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

Department: CITY ATTORNEY

Budget Year: 2013

		2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
<b><u>Spending by Fund</u></b>						
1000	GENERAL FUND	6,304,537	6,609,516	6,965,897	7,169,056	203,159
2400	CITY GRANTS	99,612	69,984			
7100	CENTRAL SERVICES INTERNAL	1,413,883	974,284	1,052,418	1,103,016	50,599
<b>TOTAL SPENDING BY FUND</b>		<b>7,818,032</b>	<b>7,653,784</b>	<b>8,018,314</b>	<b>8,272,072</b>	<b>253,758</b>
<b><u>Spending by Major Account</u></b>						
	EMPLOYEE EXPENSE	7,168,537	7,083,145	7,374,015	7,661,750	287,734
	SERVICES	426,500	453,398	488,119	497,952	9,833
	MATERIALS AND SUPPLIES	56,693	45,723	131,903	86,638	(45,265)
	TRANSFER OUT AND OTHER SPEND	166,302	71,518	24,277	25,733	1,456
<b>TOTAL SPENDING BY MAJOR ACCOUNT</b>		<b>7,818,032</b>	<b>7,653,784</b>	<b>8,018,314</b>	<b>8,272,072</b>	<b>253,758</b>
<b><u>Financing by Major Account</u></b>						
	GENERAL FUND REVENUES	1,136,506	1,136,399	1,161,623	1,112,033	(49,590)
	SPECIAL FUND REVENUES					
	INTERGOVERNMENTAL REVENUE	75,016	70,047			
	FEES SALES AND SERVICES	1,465,926	1,014,819	1,052,418	1,103,016	50,598
	TRANSFERS IN OTHER FINANCING	57,359	24,444			
<b>TOTAL FINANCING BY MAJOR ACCOUNT</b>		<b>2,734,807</b>	<b>2,245,709</b>	<b>2,214,041</b>	<b>2,215,049</b>	<b>1,008</b>

**CITY OF SAINT PAUL**  
**Spending Plan Summary**

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

Budget Year: 2013

	Spending					Personnel				
	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
<b><u>Spending by Major Account</u></b>										
EMPLOYEE EXPENSE	5,870,987	6,166,807	6,432,690	6,685,114	252,424					
SERVICES	358,766	378,231	426,815	422,815	(4,000)					
MATERIALS AND SUPPLIES	50,251	40,034	106,392	61,127	(45,265)					
TRANSFER OUT AND OTHER SPEND	24,533	24,444								
<b>TOTAL FOR DIVISION</b>	<b>6,304,537</b>	<b>6,609,516</b>	<b>6,965,897</b>	<b>7,169,056</b>	<b>203,159</b>					
<b><u>Spending by Accounting Unit</u></b>										
1000200 CITY ATTORNEY GENERAL	6,304,537	6,609,516	6,965,897	7,169,056	203,159	56.15	56.50	57.25	0.75	
<b>TOTAL FOR DIVISION</b>	<b>6,304,537</b>	<b>6,609,516</b>	<b>6,965,897</b>	<b>7,169,056</b>	<b>203,159</b>	<b>56.15</b>	<b>56.50</b>	<b>57.25</b>	<b>0.75</b>	

**CITY OF SAINT PAUL**  
**Spending Plan Summary**

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

Budget Year: 2013

	Spending					Personnel				
	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
<b><u>Spending by Major Account</u></b>										
EMPLOYEE EXPENSE	91,785	36,869								
SERVICES	6,087	33,178								
MATERIALS AND SUPPLIES	1,741	(63)								
<b>TOTAL FOR DIVISION</b>	<b>99,612</b>	<b>69,984</b>								
<b><u>Spending by Accounting Unit</u></b>										
1030200 VAWA STOP GRANT	99,612	69,984					0.35			
<b>TOTAL FOR DIVISION</b>	<b>99,612</b>	<b>69,984</b>					<b>0.35</b>			

**CITY OF SAINT PAUL**  
**Spending Plan Summary**

Department: CITY ATTORNEY

Fund: 7100 CENTRAL SERVICES INTERNAL

Budget Year: 2013

Division: CITY ATTORNEY ADMIN

	Spending					Personnel				
	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
<b><u>Spending by Major Account</u></b>										
EMPLOYEE EXPENSE	1,205,766	879,468	941,326	976,636	35,310					
SERVICES	61,647	41,989	61,304	75,137	13,833					
MATERIALS AND SUPPLIES	4,701	5,752	25,511	25,511						
TRANSFER OUT AND OTHER SPEND	141,769	47,074	24,277	25,733	1,456					
<b>TOTAL FOR DIVISION</b>	<b>1,413,883</b>	<b>974,284</b>	<b>1,052,418</b>	<b>1,103,016</b>	<b>50,599</b>					
<b><u>Spending by Accounting Unit</u></b>										
1010200 CITY ATTY OUTSIDE SERV	1,413,883	974,284	1,052,418	1,103,016	50,599	7.00	7.00	7.00		
<b>TOTAL FOR DIVISION</b>	<b>1,413,883</b>	<b>974,284</b>	<b>1,052,418</b>	<b>1,103,016</b>	<b>50,599</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>		



# Financing Reports

**CITY OF SAINT PAUL**  
**Financing by Company and Department**

Department: CITY ATTORNEY  
 Company: 1000 GENERAL FUND

Budget Year: 2013

Account	Account Description	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
42640-0	PRECOURT DIVERSION	42,697	50,129	40,000	40,000	
43100-0	CONTINUANCE FOR DISMISSAL	892,841	979,488	1,000,000	1,000,000	
43105-0	SUBSTANTIAL ABATEMENT LEGAL			25,000	25,000	
43510-0	COPIES	987	844	1,300	1,300	
44115-0	INSTITUTIONAL NETWORK USER FEE					
44180-0	REIMBURSEMENT INVESTIGATION		620	20,000	20,000	
44805-0	LEGAL SERVICES		8,931	58,138		(58,138)
44845-0	MISCELLANEOUS SERVICES	26,201	30,495			
45140-0	FORFEITURES	1,046	2,147			
49140-0	TRANSFER FR SPECIAL REVENUE FU		41,905			
49160-0	TRANSFER FR CAPITAL PROJ FUND	30,945	21,840			
49180-0	TRANSFER FR INTERNAL SERVICE F	141,769		17,185	25,733	8,548
49930-0	JURY DUTY PAY	20				
<b>TOTAL FOR REVENUE</b>		<b>1,136,506</b>	<b>1,136,399</b>	<b>1,161,623</b>	<b>1,112,033</b>	<b>(49,590)</b>
<b>1000</b>	<b>GENERAL FUND</b>	<b>1,136,506</b>	<b>1,136,399</b>	<b>1,161,623</b>	<b>1,112,033</b>	<b>(49,590)</b>

**CITY OF SAINT PAUL**  
**Financing by Company and Department**

Department: CITY ATTORNEY  
 Company: 2400 CITY GRANTS

Budget Year: 2013

Account	Account Description	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
42230-0	DOJ MN DEPT OF PUBLIC SAFETY	75,016	70,047			
49130-0	TRANSFER FR GENERAL FUND	24,533	24,444			
<b>TOTAL FOR REVENUE</b>		<b>99,549</b>	<b>94,491</b>			
<b>2400</b>	<b>CITY GRANTS</b>	<b>99,549</b>	<b>94,491</b>			

**CITY OF SAINT PAUL**  
**Financing by Company and Department**

Department: CITY ATTORNEY  
 Company: 7100 CENTRAL SERVICES INTERNAL

Budget Year: 2013

Account	Account Description	2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
44795-0	SERVICES TO PUBLIC HOUSING	288,126	353,186	368,591	404,505	35,914
44800-0	SERVICES HRA REV BONDS	363,240	324,461	337,741	343,991	6,250
44805-0	LEGAL SERVICES	814,560	337,172	346,086	354,520	8,434
49170-0	TRANSFER FR ENTERPRISE FUND	32,807				
49870-0	REFUNDS OVERPAYMENTS	19				
<b>TOTAL FOR REVENUE</b>		<b>1,498,752</b>	<b>1,014,819</b>	<b>1,052,418</b>	<b>1,103,016</b>	<b>50,598</b>
<b>7100</b>	<b>CENTRAL SERVICES INTERNAL</b>	<b>1,498,752</b>	<b>1,014,819</b>	<b>1,052,418</b>	<b>1,103,016</b>	<b>50,598</b>
<b>GRAND TOTAL FOR CITY ATTORNEY</b>		<b>2,734,807</b>	<b>2,245,709</b>	<b>2,214,041</b>	<b>2,215,049</b>	<b>1,008</b>

**City of Saint Paul**  
**Financing Plan by Department**

Department: CITY ATTORNEY  
Fund: 1000 GENERAL FUND

Budget Year: 2013

		2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
<b><u>Financing by Accounting Unit</u></b>						
1000200	CITY ATTORNEY GENERAL OPS	1,136,506	1,136,399	1,161,623	1,112,033	(49,590)
<b>TOTAL FOR DEPARTMENT</b>		<b>1,136,506</b>	<b>1,136,399</b>	<b>1,161,623</b>	<b>1,112,033</b>	<b>(49,590)</b>
<b><u>Financing by Major Account</u></b>						
	INTERGOVERNMENTAL REVENUE	42,697	50,129	40,000	40,000	
	FEE SALES AND SERVICES	920,030	1,020,378	1,104,438	1,046,300	(58,138)
	FINE AND FORFEITURE	1,046	2,147			
	TRANSFERS IN OTHER FINANCING	172,734	63,745	17,185	25,733	8,548
<b>TOTAL BY MAJOR ACCOUNT GROUP</b>		<b>1,136,506</b>	<b>1,136,399</b>	<b>1,161,623</b>	<b>1,112,033</b>	<b>(49,590)</b>

**City of Saint Paul**  
**Financing Plan by Department**

Department: CITY ATTORNEY  
Fund: 2400 CITY GRANTS

Budget Year: 2013

		2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
<b><u>Financing by Accounting Unit</u></b>						
1030200	VAWA STOP GRANT	99,549	94,491			
<b>TOTAL FOR DEPARTMENT</b>		<b>99,549</b>	<b>94,491</b>			
<b><u>Financing by Major Account</u></b>						
	INTERGOVERNMENTAL REVENUE	75,016	70,047			
	TRANSFERS IN OTHER FINANCING	24,533	24,444			
<b>TOTAL BY MAJOR ACCOUNT GROUP</b>		<b>99,549</b>	<b>94,491</b>			

**City of Saint Paul**  
**Financing Plan by Department**

Department: CITY ATTORNEY  
Fund: 7100 CENTRAL SERVICES INTERNAL

Budget Year: 2013

		2010 Actuals	2011 Actuals	2012 Adopted	2013 Mayor's Proposed	Change From 2012 Adopted
<b><u>Financing by Accounting Unit</u></b>						
1010200	CITY ATTY OUTSIDE SERVICES	1,498,752	1,014,819	1,052,418	1,103,016	50,598
<b>TOTAL FOR DEPARTMENT</b>		<b>1,498,752</b>	<b>1,014,819</b>	<b>1,052,418</b>	<b>1,103,016</b>	<b>50,598</b>
<b><u>Financing by Major Account</u></b>						
	FEES SALES AND SERVICES	1,465,926	1,014,819	1,052,418	1,103,016	50,598
	TRANSFERS IN OTHER FINANCING	32,826				
<b>TOTAL BY MAJOR ACCOUNT GROUP</b>		<b>1,498,752</b>	<b>1,014,819</b>	<b>1,052,418</b>	<b>1,103,016</b>	<b>50,598</b>

