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.

City Attorney

1.0 FTE

General Administrative and Technical Support

- Office management
- Budget development

1.0 FTE

Civil Division

- General civil practice representing
  - Mayor's Office
  - City Council
  - City Departments
  - HRA
  - PHA
  - Port Authority
  - Civil Enforcement

19.0 FTE

Litigation Division

- Managing all civil litigation including federal and state court representation
- Compilation and submission of annual litigation report to Mayor, Council and Department and Office Directors
- Affirmative Litigation

9.5 FTE

Criminal Division

- Screening and charging of defendants
- Court and jury trials
- Domestic abuse enforcement
- Community court
- Community Prosecution Program
- Housing court

33.0 FTE

(Total 63.5 FTE)

1/03/11

2011 Adopted Budget
City Attorney's Office

Department Description:

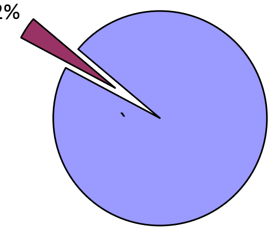
The Office of the City Attorney strives to deliver outstanding legal services to the city by:

• 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: $6,863,484
- Total Special Fund Budget: $1,118,000
- Total FTEs: 63.5
- Legal settlements & judgments in 2007 ($47K) and 2008 ($271K) were at all time lows
- 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. An additional $10,000 is being paid back under active payment plans. $4,894.00 in bad checks written to St. Paul merchants forwarded for prosecution review.

• Since 2009 the City's Pilot Driver Diversion Program has assisted 850 participants with obtaining a valid permit to drive while they pay off court fines and fees. Statewide, over $160,000 in fines have been paid, with $34,000 of those funds coming directly back to St. Paul.

• Grant funding has allowed the Criminal Division to significantly alter the processing of domestic assault cases where the potential defendant is gone on arrival. Reviewing these cases on a daily basis 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%.

• Within 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 of domestic violence each year that are being made safer and over 100 defendants each year being held accountable for their behavior that otherwise would have escaped our grasp.

• 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 Adopted Budget

City Attorney's Office

Fiscal Summary

	2009 Actual	2010 Adopted	2011 Mayor's Proposed	2011 Adopted	Change from 2010 Adopted	% Change
Spending						
1000: General Fund	6,271,921	6,396,084	6,943,356	6,863,484	467,400	7.3%
2400: Grants	29,948	140,053	46,840	64,153	(75,900)	-54.2%
7100: Central Services Internal	1,134,362	1,417,908	1,053,847	1,053,847	(364,061)	-25.7%
Financing						
1000: General Fund	891,534	1,024,646	1,074,782	1,126,966	102,320	10.0%
2400: Grants	29,948	140,053	46,840	64,153	(75,900)	-54.2%
7100: Central Services Internal	1,275,339	1,417,908	1,053,847	1,053,847	(364,061)	-25.7%

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	Financing
1000: General Fund		
Mayor's Proposed Changes		
Increase 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
Shift attorneys that support the Department of Safety and Inspections from CAO's Outside Services Fund to the General Fund. This reflects personnel costs 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 personnel funded by this grant will move back to the general fund when the grant is exhausted.	51,574	
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)
Adopted Changes		
Reimbursement for attorney time spent on the FLARE grant in the Police Department.		29,000
Increase Continuance for Dismissal (CFD) revenues budgeted in the City Attorney's Office based on current trends.		14,253
Reimbursement for attorney time spent on the Bureau of Justice Assistance Mental Health Court Grant.		8,931
Shift a legal secretary position supporting the legislative hearing process from the City Attorney's Office to City Council operations.	(79,873)	
	467,399	102,320
2400: Grants		
Mayor's Proposed Changes		
3-year grant for domestic violence intervention and prevention ends mid-2011. This change eliminates funding for the expired grant and shifts spending to the General Fund.	(93,213)	(93,213)
Adopted Changes		
Roll forward unspent VAWA grant non-salary dollars	17,313	17,313
	(75,900)	(75,900)

Budget Changes Summary

	Change from 2010 Adopted	
	Spending	**Financing**
7100: Central Services Internal		
Mayor's Proposed Changes		
Shift attorneys that support the Department of Safety and Inspections from CAO's Outside Services Fund to the General Fund.	(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
Adopted Changes		
No changes from 2011 Mayor's Proposed budget.	-	-
	(364,061)	(364,061)

CITY OF SAINT PAUL
Department Budget Summary

Department: CITY ATTORNEY | **Budget Year: 2011**

		2008 Actuals	2009 Actuals	2010 Adopted	2011 Adopted	Change From 2010 Adopted
Spending by Fund						
1000	GENERAL FUND	6,332,106	6,271,921	6,396,084	6,863,484	467,400
2400	GRANT		29,948	140,053	64,153	(75,900)
7100	CENTRAL SERVICES INTERNAL	1,129,819	1,134,362	1,417,908	1,053,847	(364,061)
	TOTAL SPENDING BY FUND	**7,461,924**	**7,436,230**	**7,954,045**	**7,981,484**	**27,439**
Spending by Major Account						
EMPLOYEE EXPENSE		6,557,205	6,930,314	7,167,062	7,296,830	129,768
SERVICES		745,725	426,041	519,652	511,142	(8,510)
MATERIALS AND SUPPLIES		91,231	76,026	99,029	105,163	6,134
OTHER MISCELLANEOUS		638	687	2,000	2,000	
NON OPERATING EXPENSE		67,126	3,162	166,302	66,349	(99,953)
	TOTAL SPENDING BY MAJOR ACCOUNT	**7,461,924**	**7,436,230**	**7,954,045**	**7,981,484**	**27,439**
Financing by Major Account						
GENERAL FUND REVENUES		975,953	891,534	1,024,646	1,126,966	102,320
SPECIAL FUND REVENUES						
INTERGOVERNMENTAL REVENUE			29,948	115,520	39,709	(75,811)
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)
	TOTAL FINANCING BY MAJOR ACCOUNT	**2,159,804**	**2,196,820**	**2,582,607**	**2,244,966**	**(337,641)**