

City Attorney's Office

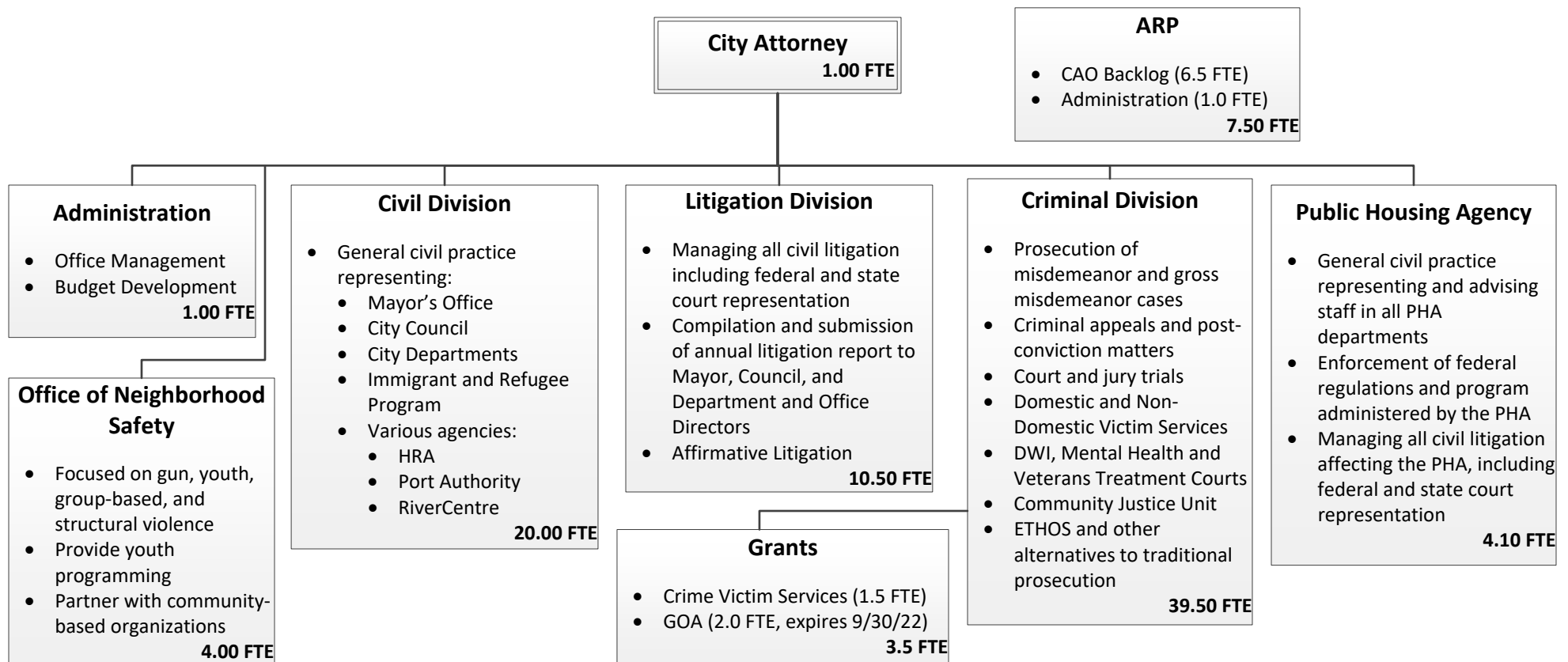
Mission: We seek justice through law, balancing accountability and equity and building prosperity while protecting the interests of the entire Saint Paul community.

Respect: We maintain an inclusive culture that honors the rights and experiences of all, encourages dialogue, and fosters patience and humanity.

Integrity: We act with courage and conviction and speak truth. We are accountable and faithful to the rule of law and professional ethics.

Service to Community: We work to benefit the community by connecting and engaging with each other and all of Saint Paul.

Excellence: We strive for perpetual improvement, scholarship and intellectual curiosity, proactive collaborative solutions, in order to produce better results for the city.



(Total 91.10 FTE)

7.50 FTE included in this total are budgeted in General Government Account

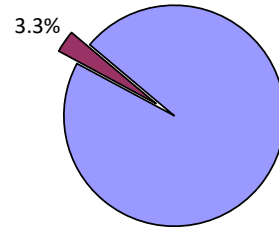
**2022 Adopted Budget
City Attorney's Office**

Department Description

We seek justice through law, balancing accountability and equity, and building prosperity while protecting the interests of the entire Saint Paul community.

- * Respect: We maintain an inclusive culture that honors the rights and experiences of all, encourages dialogue, and fosters patience and humanity.
- * Integrity: We act with courage and conviction, speaking truth; being accountable and faithful to the rule of law and professional ethics.
- * Service to Community: We work to benefit the community by connecting and engaging with each other and all of Saint Paul.
- * Excellence: We strive for perpetual improvement, scholarship and intellectual curiosity, proactive collaborative solutions, producing better results for the city.

**City Attorney's Portion of
General Fund Spending**



Department Facts

• Total General Fund Budget:	\$	10,622,074
• Total Special Fund Budget:	\$	2,676,661
• Total FTEs:		83.60

Recent Accomplishments:

- The Criminal Division handles over 11,000 misdemeanor and gross misdemeanor cases served per year and served approximately 1,755 crime victims in 2021.
- The Litigation Division defends the City, HRA and SPRWS against approximately 50 civil lawsuits each year, with many cases spanning 2-3 years. The number of new lawsuits initiated against the City has been lower than average for the past two years, with 23 new lawsuits in 2021 and four new lawsuits initiated against the City in the first quarter of 2022.
- In 2021, the Litigation Division resolved 23 civil lawsuits. Of those lawsuits, 60% were resolved by obtaining favorable judgments or dismissals without any payments. The CAO success rate on summary judgments and motions to dismiss is 4 times the national average.
- Nine cases closed in 2021 with settlement and judgment payments totaling \$2,011,110. This payout amount is higher than the amounts paid in prior years due to \$1.5 million paid to resolve a class action lawsuit. The number of paid cases in 2021 is on par with the number of cases paid in 2020. The settlement rate for City cases is approximately 20% lower than the national average.
- Effective representation also includes handling appeals. The Civil Litigation Division prevailed in each of the five cases presented to the appellate courts in 2021, including two cases in which the Minnesota Court of Appeals granted the City immunity from liability for injuries sustained at Como Park Zoo & Conservatory and a case in which the Minnesota Supreme Court affirmed the City Attorney's decision to deny defense and indemnification to an off-duty police officer working as a private security guard at the Dorothy Day Center.
- Created and established the Office of Neighborhood Safety.

Department Goals

- Innovative Legal Solutions
- Inclusion
- Sustainable Legal Process
- Access to Justice

Recent Accomplishments (continued)

- Collaborated with Blueprint for Safety partners to improve protections for domestic violence victims by developing improved protocol and policies aimed at getting firearms out of the hands of violent offenders and those who are the subject of protective orders.
- Increased outreach and services for crime victims from underserved communities.
- Leveraged our expertise in domestic violence and elder abuse to provide local and national training.
- Developed and implemented a Gun Diversion Pilot Program to keep low-level, non-violent gun offenders from re-entering the criminal justice system by offering them an alternative to conviction and sentencing.
- Continued our innovative work and partnership with Saint Paul Police Department for expedited review of Gone on Arrival (GOA) domestic violence related crimes. Developed additional programming around swift victim services in these cases.
- Lead changes in racial, economic, and other disparities in the criminal justice system.
- Actively participated in Mental Health Court, DWI Court, and Veterans Treatment Court staffing teams and the Treatment Courts Steering/Planning Committee.
- Enhanced community outreach through the Criminal Division's Community Justice Unit focusing on racial equity, criminal justice reform, and advancing alternatives to traditional prosecution.
- Selected to participate in the Elevating Trust and Legitimacy for Prosecutors; a procedural justice project to develop national strategies for prosecutors.
- Gateways for Growth Challenge Award Initiative to create Immigrant Inclusion plan for the City
- Established the New American Loan Program with Affinity Plus Credit Union.
- Provided advice on emergency powers and procedures.
- Drafted emergency declarations and emergency executive orders.
- Provided advice on spending and compliance for federal funding related to the pandemic.
- Advised during the construction of the Ford site including creating a system for acceptance of intercultural.
- Advised the City on Rent Stabilization ordinance interpretation, implementation, and amendment.
- Created a legally sound basis to address the unsheltered homeless crisis.
- Expanded the number of ETHOS cases from 52 to 118 (which is a 56% increase from 2020).
- Expanded alternatives to conviction for low-risk offenders via Diversion to 203 cases.

**2022 Adopted Budget
City Attorney's Office**

Fiscal Summary

	<u>2020 Actual</u>	<u>2021 Adopted</u>	<u>2022 Adopted</u>	<u>Change</u>	<u>% Change</u>	<u>2021 Adopted FTE</u>	<u>2022 Adopted FTE</u>
Spending							
100: General Fund	8,838,865	9,140,520	10,622,074	1,481,554	16.2%	61.65	68.65
200: City Grants	158,707	401,546	464,667	63,121	15.7%	2.00	3.50
710: Central Service Fund	1,967,720	2,338,385	2,211,994	(126,391)	-5.4%	11.45	11.45
Total	10,965,292	11,880,451	13,298,735	1,418,284	11.9%	75.10	83.60
Financing							
100: General Fund	208,822	245,239	79,262	(165,977)	-67.7%		
200: City Grants	171,982	401,546	464,667	63,121	15.7%		
710: Central Service Fund	1,797,506	2,338,385	2,211,994	(126,391)	-5.4%		
Total	2,178,310	2,985,170	2,755,923	(229,247)	-7.7%		

Budget Changes Summary

The 2022 City Attorney's Office (CAO) General Fund budget includes the administrative functions of the new Office of Neighborhood Safety. This includes four positions: one Program Administrator, two Management Assistant IVs, and one Management Assistant I. The budget for the Office of Neighborhood Safety also includes funding for services and materials, the City's contract for Community Ambassadors which is shifted from the Police Department budget to the Office of Neighborhood Safety, and the City's contract for Healing Streets which is shifted from the Mayor's Office budget. In addition, the General Fund budget adds one Attorney to work on Planning and Economic Development (PED) and Housing and Redevelopment Authority (HRA) grants. The CAO's General Fund budget also replaces two Legal Assistant IIIs with four Legal Assistant Is to give the department more capacity. Finally, CAO's General Fund budget adds \$100,000 to an attrition line to account for yearly staff vacancy savings that occur due to standard staff turnover.

The 2022 CAO Grants Fund budget includes the addition of an Associate Attorney and Victim Witness Assistant funded with a grant from the U.S. Department of Justice for gone-on-arrival domestic violence cases. Additionally, in the Victim of Crime Act (VOCA) grant budget, a Victim Witness Assistant is reduced from a 1.0 FTE to a 0.5 FTE.

Changes in the 2022 CAO Central Service Fund budget are due to current service level adjustments.

ARP Funding: the CAO budget includes 6.5 FTE's and \$747,617 in 2022, and \$2.7 million total through 2024 to fund the criminal division backlog. Additionally, the City Attorney's Office budget includes ARP administrative staff (1 FTE) each year for the term of the grant. The FTE counts and budgets on these pages do not include this funding. Please see the American Rescue Plan Act State and Local Fiscal Recovery Funds section for additional information.

Change from 2021 Adopted		
Spending	Financing	FTE

Current Service Level Adjustments

Current service level adjustments include changes to spending and revenue and other personnel cost changes, including repurposing two Legal Assistant IIIs to create four Legal Assistant Is to expand department capacity. This line also includes an adjustment to the General Fund revenue from a special fund.

Current service level adjustments	61,245	(165,977)	2.00
Subtotal:	<u>61,245</u>	<u>(165,977)</u>	<u>2.00</u>

Mayor's Proposed Changes

Staffing Adjustments

The 2022 budget adds one Attorney to support Planning and Economic Development (PED) and Housing and Redevelopment Authority (HRA) grants. An attrition adjustment is added to account for yearly vacancy savings that occur due to standard staff turnover.

PED/HRA grants Attorney	114,549	-	1.00
Attrition	(100,000)	-	-
Subtotal:	<u>14,549</u>	<u>-</u>	<u>1.00</u>

Administrative Citations

The proposed budget for 2022 included funding for staff and technology costs related to the proposed use of administrative citations instead of criminal citations for violations of local ordinances. The move from criminal to administrative citations requires a change in the City's charter. This change was not approved by the Charter Commission. Therefore, these items have been removed in the 2022 adopted budget, as noted on the following page.

Associate Attorney	92,648	-	1.00
Attorney (partial year)	70,872	-	0.50
Legal Assistant II	94,956	-	1.00
Technology costs	20,000	-	-
Subtotal:	<u>278,476</u>	<u>-</u>	<u>2.50</u>

Change from 2021 Adopted			
	<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
Office of Neighborhood Safety			
The 2022 budget includes the addition of administrative functions for the Office of Neighborhood Safety. This includes 4 FTEs in the City Attorney's Office, funding for services and materials costs, and the City's contract for Community Ambassadors which is shifted from the Police Department budget.			
Program Administrator	164,724	-	1.00
Management Assistant IV	117,509	-	1.00
Management Assistant IV	117,509	-	1.00
Management Assistant I	79,828	-	1.00
Services and materials	170,430	-	-
Community Ambassadors contract	455,760	-	-
Subtotal:	1,105,760	-	4.00
<u>Adopted Changes</u>			
Administrative Citations			
As noted on the previous page, the adopted budget removes funding for staffing and technology costs related to administrative citations that were included in the proposed budget.			
Associate Attorney	(92,648)	-	(1.00)
Attorney (partial year)	(70,872)	-	(0.50)
Legal Assistant II	(94,956)	-	(1.00)
Technology costs	(20,000)	-	-
Subtotal:	(278,476)	-	(2.50)
Office of Neighborhood Safety			
In addition to the items funded in the 2022 proposed budget, the 2022 adopted budget shifts the City's contract with Ramsey County for Healing Streets from the Mayor's Office to the Office of Neighborhood Safety, housed in the City Attorney's Office. There is a corresponding change in the Mayor's Office budget.			
Healing Streets contract	300,000	-	-
Subtotal:	300,000	-	-
Fund 100 Budget Changes Total	1,481,554	(165,977)	7.00

200: City Grants**City Attorney's Office**

The City Attorney's Office receives a grant from the Minnesota Department of Public Safety Office of Justice Program (OJP) to provide support for direct services to crime victims. They also receive a grant from the Minnesota Department of Public Safety (DPS) to support the implementation of the city's restorative justice program. The department are also receives a grant from the United States Department of Justice (DOJ) to enhance prosecution response for "gone-on-arrival" (GOA) domestic violence cases.

	<u>Change from 2021 Adopted</u>		
	<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
<u>Current Service Level Adjustments</u>			
Current service level adjustments include changes to spending, revenue, and other personnel cost changes. In the 2022 budget, a Victim Witness Assistant is reduced from 1.0 FTE to 0.5 FTE in the Victim of Crime Act budget. This is accompanied by an equivalent revenue adjustment.			
Current service level adjustments	(24,393)	(24,393)	(0.50)
Subtotal:	<u>(24,393)</u>	<u>(24,393)</u>	<u>(0.50)</u>
<u>Mayor's Proposed Changes</u>			
Gone-on-arrival (GOA) grant from the US Department of Justice			
The 2021 budget included a grant from the US DOJ Bureau of Justice Assistance to enhance prosecution response to domestic violence cases in which the perpetrator is "gone on arrival" (GOA) when law enforcement arrives to the crime scene. The 2022 CAO Grants Fund budget utilizes the existing GOA grant budget and a use of grant fund balance to add an Associate Attorney and Victim Witness Assistant.			
Personnel update	22,519	22,519	2.00
Subtotal:	<u>22,519</u>	<u>22,519</u>	<u>2.00</u>
<u>Adopted Changes</u>			
Grant updates			
The 2022 budget includes updates to spending and revenue for ongoing grants in the City Attorney's Office.			
GOA grant from USDOJ	18,995	18,995	-
ETHOS grant	46,000	46,000	-
Subtotal:	<u>64,995</u>	<u>64,995</u>	<u>-</u>
Fund 200 Budget Changes Total	<u><u>63,121</u></u>	<u><u>63,121</u></u>	<u><u>1.50</u></u>

710: Central Service Fund**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.

		<u>Change from 2021 Adopted</u>		
		<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
<u>Current Service Level Adjustments</u>				
Current service level adjustments include inflationary increases due to salary and benefit costs, and adjustments of transfers to reflect updated revenue estimates.				
	Current service level adjustments	(126,391)	(126,391)	-
	Subtotal:	<u>(126,391)</u>	<u>(126,391)</u>	<u>-</u>
	Fund 710 Budget Changes Total	<u><u>(126,391)</u></u>	<u><u>(126,391)</u></u>	<u><u>-</u></u>

Spending Reports

CITY OF SAINT PAUL
Spending Plan by Department

Department: CITY ATTORNEY
Fund: CITY GENERAL FUND

Budget Year: 2022

	2019 Actuals	2020 Actuals	2021 Adopted	2022 Adopted	Change From 2021 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE	8,312,351	8,545,799	8,669,547	9,286,577	617,030
SERVICES	585,754	234,312	425,793	991,109	565,316
MATERIALS AND SUPPLIES	119,808	50,594	38,596	36,833	(1,763)
PROGRAM EXPENSE				300,000	300,000
OTHER FINANCING USES	6,720	7,060	6,584	7,555	971
Total Spending by Major Account	9,024,633	8,837,765	9,140,520	10,622,074	1,481,554
Spending by Accounting Unit					
10012100 CITY ATTORNEY GENERAL OPS	9,024,633	8,837,765	9,140,520	9,216,314	75,794
10012200 OFFICE OF NEIGHBORHOOD SAFETY				1,405,760	1,405,760
Total Spending by Accounting Unit	9,024,633	8,837,765	9,140,520	10,622,074	1,481,554

CITY OF SAINT PAUL
Spending Plan by Department

Department: CITY ATTORNEY
Fund: CITY GRANTS

Budget Year: 2022

	2019 Actuals	2020 Actuals	2021 Adopted	2022 Adopted	Change From 2021 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE	106,221	124,126	316,147	333,268	17,121
SERVICES	26,385	31,990	85,399	131,399	46,000
MATERIALS AND SUPPLIES	24,691	2,592			
Total Spending by Major Account	157,297	158,707	401,546	464,667	63,121
Spending by Accounting Unit					
20012800 CRIME VICTIM SERVICES INITIATIVE	157,297	130,907	164,880	140,487	(24,393)
20012900 CITY ATTORNEY GRANTS		27,800	236,666	324,180	87,514
Total Spending by Accounting Unit	157,297	158,707	401,546	464,667	63,121

CITY OF SAINT PAUL
Spending Plan by Department

Department: CITY ATTORNEY
Fund: CENTRAL SERVICE FUND

Budget Year: 2022

	2019 Actuals	2020 Actuals	2021 Adopted	2022 Adopted	Change From 2021 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE	1,582,960	1,705,111	1,989,293	2,025,134	35,841
SERVICES	98,929	86,396	119,886	123,203	3,318
MATERIALS AND SUPPLIES	17,996	15,033	27,620	27,620	
OTHER FINANCING USES	45,603	161,180	201,587	36,037	(165,550)
Total Spending by Major Account	1,745,488	1,967,720	2,338,385	2,211,994	(126,391)
Spending by Accounting Unit					
71012200 CITY ATTY OUTSIDE SERVICES	1,745,488	1,967,720	2,338,385	2,211,994	(126,391)
Total Spending by Accounting Unit	1,745,488	1,967,720	2,338,385	2,211,994	(126,391)

Financing Reports

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CITY GENERAL FUND

Budget Year: 2022

	2019 Actuals	2020 Actuals	2021 Adopted	2022 Adopted	Change From 2021 Adopted
Financing by Major Account					
INTERGOVERNMENTAL REVENUE	30,865	32,530	30,000	30,000	
CHARGES FOR SERVICES	14,164	5,411	14,859	14,859	
MISCELLANEOUS REVENUE	(9,940)	10,740			
OTHER FINANCING SOURCES	44,624	160,141	200,380	34,403	(165,977)
Total Financing by Major Account	79,713	208,822	245,239	79,262	(165,977)
Financing by Accounting Unit					
10012100 CITY ATTORNEY GENERAL OPS	79,713	208,822	245,239	79,262	(165,977)
Total Financing by Accounting Unit	79,713	208,822	245,239	79,262	(165,977)

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CITY GRANTS

Budget Year: 2022

		2019 Actuals	2020 Actuals	2021 Adopted	2022 Adopted	Change From 2021 Adopted
Financing by Major Account						
	INTERGOVERNMENTAL REVENUE	140,330	171,982	353,683	399,683	46,000
	OTHER FINANCING SOURCES			47,863	64,984	17,121
	Total Financing by Major Account	140,330	171,982	401,546	464,667	63,121
Financing by Accounting Unit						
20012800	CRIME VICTIM SERVICES INITIATIVE	140,330	149,382	164,880	140,487	(24,393)
20012900	CITY ATTORNEY GRANTS		22,600	236,666	324,180	87,514
	Total Financing by Accounting Unit	140,330	171,982	401,546	464,667	63,121

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CENTRAL SERVICE FUND

Budget Year: 2022

	2019 Actuals	2020 Actuals	2021 Adopted	2022 Adopted	Change From 2021 Adopted
Financing by Major Account					
CHARGES FOR SERVICES	1,846,029	1,797,506	2,338,385	2,211,994	(126,391)
MISCELLANEOUS REVENUE	1,971				
Total Financing by Major Account	1,848,000	1,797,506	2,338,385	2,211,994	(126,391)
Financing by Accounting Unit					
71012200 CITY ATTY OUTSIDE SERVICES	1,848,000	1,797,506	2,338,385	2,211,994	(126,391)
Total Financing by Accounting Unit	1,848,000	1,797,506	2,338,385	2,211,994	(126,391)