

2023 Adopted Budget: City Attorney



SAINT PAUL
CITY ATTORNEY

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.

Learn More: stpaul.gov/departments/city-attorney

Department Facts

| | |
|-----------------------------------|--------------|
| Total General Fund Budget: | \$11,696,522 |
| Total Special Fund Budget: | \$2,748,076 |
| Total FTEs: | 95.10 |

Recent Accomplishments

- The Civil Division provides legal advice to elected officials, departments, and commissions and represents the City at administrative hearings.
- In 2022, the Civil Division advised on 33 requests for closure or re-closure of homeless unsheltered encampments; tried before administrative law judges 4 contested adverse actions imposed by DSI.
- Advised City departments on eligibility and compliance with the allocation of ARPA funds approximating \$164 million dollars.
- Provided legal support and advice for PED's active HUD grants, which totaled approximately \$10 million in entitlement grant funds and \$13 million in supplemental emergency grant funds.
- Advised and drafted documents to facilitate the acquisition and sale of properties for numerous development and redevelopment projects.
- Expanded the Immigrant and Refugee program; commenced 4 new programs.
- 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 three years, with 19 new lawsuits in 2022.
- In 2022, the Litigation Division resolved 23 civil lawsuits. Of those lawsuits, 43% were resolved by negotiated settlements; 38% were resolved by obtaining dismissals without any payments; and the City received adverse rulings in the remaining 19%.
- Litigation payments made in 2022 due to settlements and adverse rulings total \$637,642. The 2022 payout amount is less than a third of the amount paid in

Department Goals

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

2021 and well below the yearly average for litigation payments made in the past 15 years.

- The Criminal Division handles approximately 11,000 misdemeanor and gross misdemeanor cases per year. In 2022, the CAO served 1828 crime victims.
- 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.
- Expanded ETHOS and continued to offer alternatives to conviction for low-risk offenders via Diversion.
- Continued implementation and expansion of 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 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.
- Actively participated in Mental Health Court, DWI Court, and Veterans Treatment Court staffing teams and the Treatment Courts Steering 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.
- The CAO continued to develop and enhance the Office of Neighborhood Safety (ONS). The CAO created and established the Neighborhood Safety Community Council (NSCC) and launched Project PEACE.

City Attorney's Office

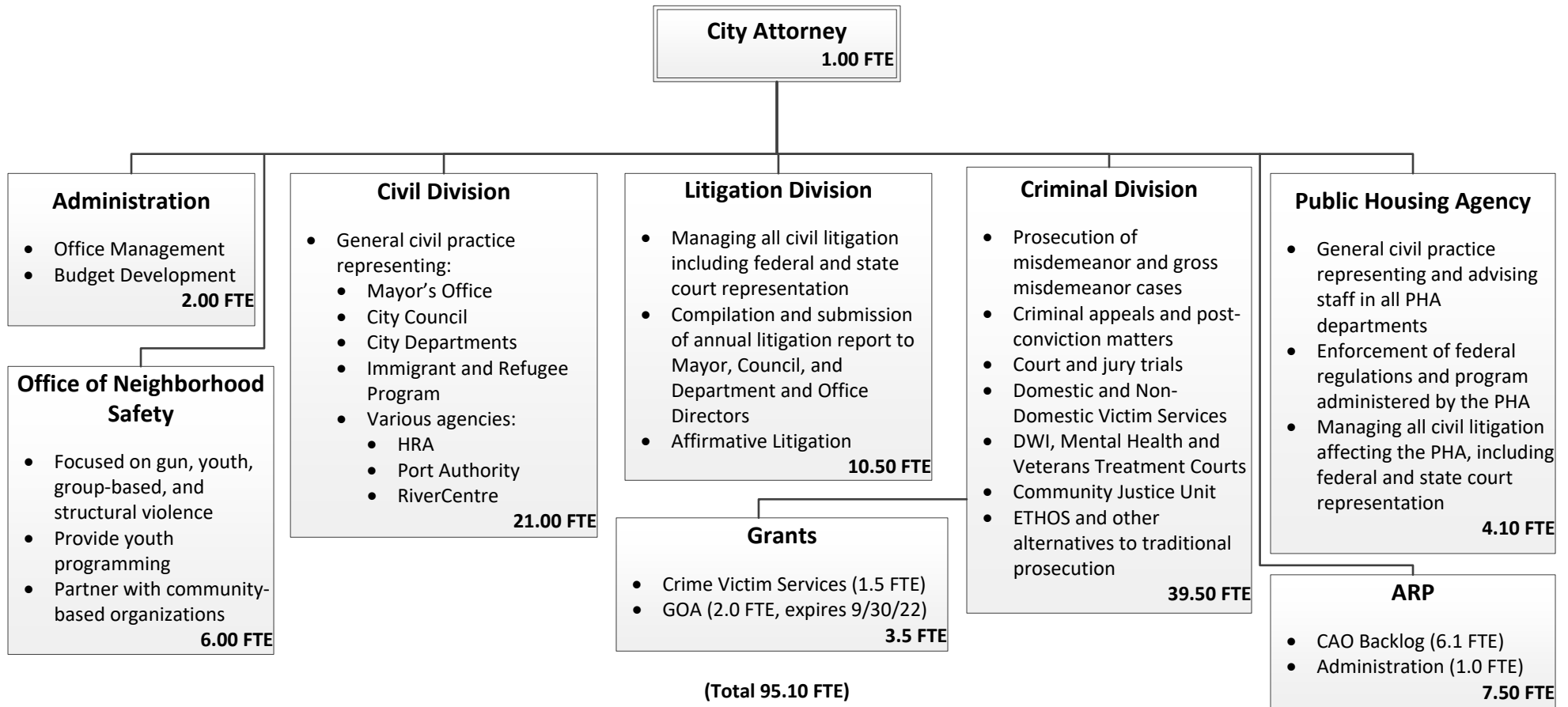
Mission: We seek justice through law, balancing accountability and equity and building prosperity while protecting the interests of the entire Saint Paul community.

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

**2023 Adopted Budget
CITY ATTORNEY**

Fiscal Summary

| | FY 2020 Actuals | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2023 Adopted Budget | Change From Prior Year | FY 2022 Adopted Budget FTE | FY 2023 Adopted Budget FTE |
|---------------------------|--------------------|--------------------|------------------------------|------------------------------|---------------------------|----------------------------------|----------------------------------|
| Spending | | | | | | | |
| 100: CITY GENERAL FUND | 8,837,762 | 8,682,869 | 10,622,073 | 11,696,522 | 1,074,449 | 68.65 | 72.65 |
| 200: CITY GRANTS | 158,707 | 270,452 | 464,667 | 445,653 | -19,014 | 3.50 | 3.50 |
| 710: CENTRAL SERVICE FUND | 1,967,903 | 1,886,054 | 2,211,993 | 2,302,423 | 90,430 | 11.45 | 11.45 |
| Total | 10,964,372 | 10,839,375 | 13,298,733 | 14,444,598 | 1,145,865 | 83.60 | 87.60 |
| Financing | | | | | | | |
| 100: CITY GENERAL FUND | 198,823 | 73,276 | 79,262 | 79,262 | 0 | | |
| 200: CITY GRANTS | 168,897 | 223,755 | 464,667 | 445,653 | -19,014 | | |
| 710: CENTRAL SERVICE FUND | 1,956,402 | 1,899,645 | 2,211,994 | 2,302,423 | 90,429 | | |
| Total | 2,324,122 | 2,196,676 | 2,755,923 | 2,827,338 | 71,415 | | |

Budget Changes Summary

The 2023 City Attorney's Office (CAO) General Fund budget includes increased funding for the Office of Neighborhood Safety established in the 2022 budget. This includes \$150,000 for services for gun violence survivors, \$25,000 for youth and family trauma support, and two additional outreach positions: one Management Assistant I and one Management Assistant IV. In addition, the City Attorney's Office General Fund budget reflects the addition of one Attorney to support the implementation of the City's Residential Rent Stabilization Ordinance, added mid-year in 2022. The CAO's General Fund budget also replaces one Senior Attorney with an Attorney and Associate Attorney. Remaining changes to the CAO General Fund budget are due to current service level adjustments to reflect inflationary increases to salaries and benefits.

Changes in the 2023 CAO Grant Fund and Central Service Fund budgets are due to current service level adjustments.

ARP Funding: the CAO budget includes 6.5 FTE's and \$1.86 million in 2023, 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 2022 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 one Senior Attorney to create an Attorney and Associate Attorney to expand department capacity. This also includes the addition of one Attorney to support the implementation of the City's Residential Rent Stabilization Ordinance.

| | | | |
|--|---------|---|------|
| Support for Residential Rent Stabilization Ordinance | 147,259 | - | 1.00 |
| Current service level adjustments | 650,462 | - | 1.00 |
| Subtotal: | 797,721 | - | 2.00 |

Mayor's Proposed Changes

Attrition Adjustment

The 2023 budget includes an attrition adjustment to account for yearly vacancy savings that occur due to standard staff turnover.

| | | | |
|-----------|----------|---|---|
| Attrition | (75,000) | - | - |
| Subtotal: | (75,000) | - | - |

Office of Neighborhood Safety

The proposed budget for 2023 included increased funding for the Office of Neighborhood Safety. This included \$25,000 for youth and family trauma support and two additional outreach positions: one Management Assistant I and one Management Assistant IV. This also included \$500,000 for support for gun violence survivors, which was reduced to \$150,000 in the adopted budget, as noted in the following section.

| | | | |
|--|---------|---|------|
| Gun violence survivor wraparound services | 500,000 | - | - |
| Youth and family trauma support | 25,000 | - | - |
| Additional ONS outreach staff (Management Assistant I and Management Assistant IV) | 176,727 | - | 2.00 |
| Subtotal: | 701,727 | - | 2.00 |

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

| | | Change from 2022 Adopted | | |
|---|---|---------------------------------|------------------|-------------|
| | | Spending | Financing | FTE |
| <u>Adopted Changes</u> | | | | |
| Office of Neighborhood Safety | | | | |
| The 2023 adopted budget reduces the amount added in the proposed budget for gun violence survivor wraparound services by \$350,000 (from \$500,000 to \$150,000). | | | | |
| | Gun violence survivor wraparound services | (350,000) | - | - |
| | Subtotal: | (350,000) | - | - |
| Fund 100 Budget Changes Total | | 1,074,448 | - | 4.00 |

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.

| | | Change from 2022 Adopted | | |
|---|-----------------------------------|---------------------------------|------------------|------------|
| | | Spending | Financing | FTE |
| <u>Current Service Level Adjustments</u> | | | | |
| Current service level adjustments include changes to spending, revenue, and other personnel cost changes. | | | | |
| | Current service level adjustments | (19,014) | (19,014) | - |
| | Subtotal: | (19,014) | (19,014) | - |
| Fund 200 Budget Changes Total | | (19,014) | (19,014) | - |

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 2022 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 | | | | |
| | | 90,429 | 90,429 | - |
| | Subtotal: | <u>90,429</u> | <u>90,429</u> | <u>-</u> |
| Fund 710 Budget Changes Total | | <u><u>90,429</u></u> | <u><u>90,429</u></u> | <u><u>-</u></u> |

City Attorney Spending Reports

CITY OF SAINT PAUL
Spending Plan by Department

Department: CITY ATTORNEY
Fund: CITY GENERAL FUND

Budget Year: 2023

| | FY 2020 Actuals | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2023 Adopted Budget | Change From Prior Year |
|--|--------------------|--------------------|------------------------------|------------------------------|------------------------------|
| Spending by Major Account | | | | | |
| EMPLOYEE EXPENSE | 8,545,798 | 8,334,563 | 9,286,576 | 10,181,133 | 894,557 |
| SERVICES | 234,311 | 298,543 | 991,109 | 1,166,109 | 175,000 |
| MATERIALS AND SUPPLIES | 50,593 | 43,179 | 36,833 | 40,935 | 4,102 |
| PROGRAM EXPENSE | 0 | 0 | 300,000 | 300,000 | 0 |
| OTHER FINANCING USES | 7,060 | 6,584 | 7,555 | 8,345 | 790 |
| Total Spending by Major Account | 8,837,762 | 8,682,869 | 10,622,073 | 11,696,522 | 1,074,449 |
| Spending by Accounting Unit | | | | | |
| 10012100 - CITY ATTORNEY GENERAL OPS | 8,837,762 | 8,682,869 | 9,216,313 | 9,921,692 | 705,379 |
| 10012200 - OFFICE OF NEIGHBORHOOD SAFETY | 0 | 0 | 1,405,760 | 1,774,830 | 369,070 |
| Total Spending by Major Account | 8,837,762 | 8,682,869 | 10,622,073 | 11,696,522 | 1,074,449 |

CITY OF SAINT PAUL
Spending Plan by Department

Department: CITY ATTORNEY

Fund: CITY GRANTS

Budget Year: 2023

| | FY 2020 Actuals | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2023 Adopted Budget | Change From Prior Year |
|---|--------------------|--------------------|------------------------------|------------------------------|------------------------------|
| Spending by Major Account | | | | | |
| EMPLOYEE EXPENSE | 124,124 | 255,508 | 333,268 | 314,254 | -19,014 |
| SERVICES | 31,991 | 12,274 | 131,399 | 131,399 | 0 |
| MATERIALS AND SUPPLIES | 2,592 | 2,671 | 0 | 0 | 0 |
| Total Spending by Major Account | 158,707 | 270,452 | 464,667 | 445,653 | -19,014 |
| Spending by Accounting Unit | | | | | |
| 20012800 - CRIME VICTIM SERVICES INITIATIVE | 130,907 | 124,740 | 140,487 | 139,769 | -718 |
| 20012900 - CITY ATTORNEY GRANTS | 27,800 | 145,712 | 324,180 | 305,884 | -18,296 |
| Total Spending by Major Account | 158,707 | 270,452 | 464,667 | 445,653 | -19,014 |

**CITY OF SAINT PAUL
Spending Plan by Department**

Department: CITY ATTORNEY

Fund: CENTRAL SERVICE FUND

Budget Year: 2023

| | FY 2020 Actuals | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2023 Adopted Budget | Change From Prior Year |
|--|--------------------|--------------------|------------------------------|------------------------------|------------------------------|
| Spending by Major Account | | | | | |
| EMPLOYEE EXPENSE | 1,705,293 | 1,777,926 | 2,025,133 | 2,117,248 | 92,115 |
| SERVICES | 86,397 | 95,277 | 123,203 | 121,778 | -1,425 |
| MATERIALS AND SUPPLIES | 15,033 | 11,643 | 27,620 | 27,451 | -169 |
| OTHER FINANCING USES | 161,180 | 1,207 | 36,037 | 35,946 | -91 |
| Total Spending by Major Account | 1,967,903 | 1,886,054 | 2,211,993 | 2,302,423 | 90,430 |
| Spending by Accounting Unit | | | | | |
| 71012200 - CITY ATTY OUTSIDE SERVICES | 1,967,903 | 1,886,054 | 2,211,993 | 2,302,423 | 90,430 |
| Total Spending by Major Account | 1,967,903 | 1,886,054 | 2,211,993 | 2,302,423 | 90,430 |

City Attorney Financing Reports

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CITY GENERAL FUND

Budget Year: 2023

| | FY 2020 Actuals | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2023 Adopted Budget | Change From Prior Year |
|---|--------------------|--------------------|------------------------------|------------------------------|------------------------------|
| Financing by Major Account | | | | | |
| INTERGOVERNMENTAL REVENUE | 32,530 | 34,650 | 30,000 | 30,000 | 0 |
| CHARGES FOR SERVICES | 5,412 | 13,196 | 14,859 | 14,859 | 0 |
| MISCELLANEOUS REVENUE | 740 | 25,430 | 0 | 0 | 0 |
| OTHER FINANCING SOURCES | 160,141 | 0 | 34,403 | 34,403 | 0 |
| Total Financing by Major Account | 198,823 | 73,276 | 79,262 | 79,262 | 0 |
| Financing by Accounting Unit | | | | | |
| 10012100 - CITY ATTORNEY GENERAL OPS | 198,823 | 73,276 | 79,262 | 79,262 | 0 |
| Total Financing by Accounting Unit | 198,823 | 73,276 | 79,262 | 79,262 | 0 |

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CITY GRANTS

Budget Year: 2023

| | FY 2020 Actuals | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2023 Adopted Budget | Change From Prior Year |
|---|--------------------|--------------------|------------------------------|------------------------------|------------------------------|
| Financing by Major Account | | | | | |
| INTERGOVERNMENTAL REVENUE | 168,897 | 198,755 | 399,683 | 399,685 | 2 |
| MISCELLANEOUS REVENUE | 0 | 25,000 | 0 | 0 | 0 |
| OTHER FINANCING SOURCES | 0 | 0 | 64,984 | 45,968 | -19,016 |
| Total Financing by Major Account | 168,897 | 223,755 | 464,667 | 445,653 | -19,014 |
| Financing by Accounting Unit | | | | | |
| 20012800 - CRIME VICTIM SERVICES INITIATIVE | 146,297 | 87,688 | 140,487 | 139,769 | -718 |
| 20012900 - CITY ATTORNEY GRANTS | 22,600 | 136,067 | 324,180 | 305,884 | -18,296 |
| Total Financing by Accounting Unit | 168,897 | 223,755 | 464,667 | 445,653 | -19,014 |

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CENTRAL SERVICE FUND

Budget Year: 2023

| | FY 2020 Actuals | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2023 Adopted Budget | Change From Prior Year |
|---|--------------------|--------------------|------------------------------|------------------------------|------------------------------|
| Financing by Major Account | | | | | |
| CHARGES FOR SERVICES | 1,953,550 | 1,897,631 | 2,211,994 | 2,302,423 | 90,429 |
| MISCELLANEOUS REVENUE | 2,852 | 2,014 | 0 | 0 | 0 |
| Total Financing by Major Account | 1,956,402 | 1,899,645 | 2,211,994 | 2,302,423 | 90,429 |
| Financing by Accounting Unit | | | | | |
| 71012200 - CITY ATTY OUTSIDE SERVICES | 1,956,402 | 1,899,645 | 2,211,994 | 2,302,423 | 90,429 |
| Total Financing by Accounting Unit | 1,956,402 | 1,899,645 | 2,211,994 | 2,302,423 | 90,429 |