

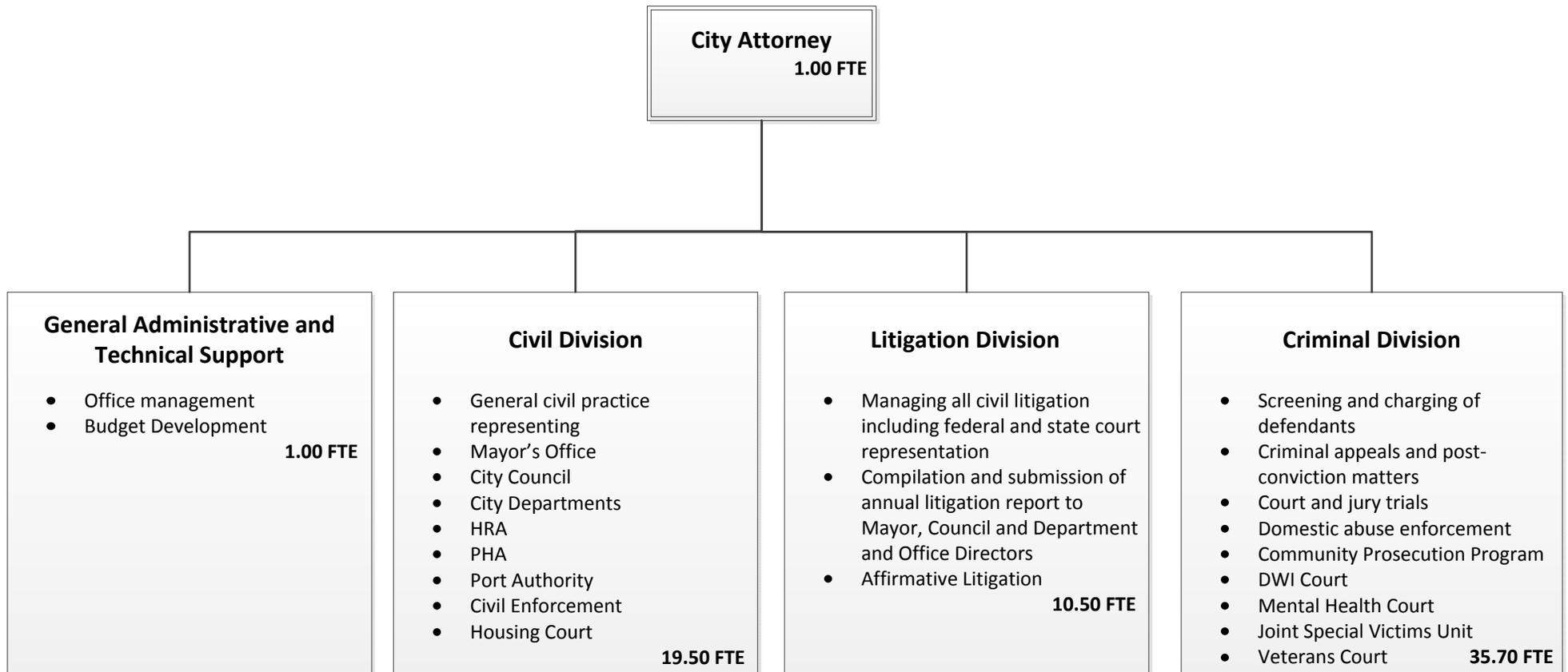
City Attorney's Office

Mission: 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 to the city, to continuously seek improvements to the quality of legal services and the efficiency with which they are provided.



Total (67.70 FTE)

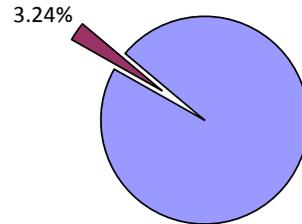
**2018 Proposed Budget
City Attorney's Office**

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, limiting the City's liability exposure by offering recommendations to reduce future risks and liabilities, 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.

City Attorney's Portion of General Fund Spending



Department Facts

- Total General Fund Budget: 8,454,991
- Total Special Fund Budget: 1,486,497
- Total FTEs: 67.70
- The criminal division handles over 11,000 misdemeanor and gross misdemeanor cases per year.
- Legal settlements and judgments paid in 2016 total \$830,285.
- The civil litigation division defends approximately 90 cases each year.
- In 2016, 60% of the civil lawsuits concluded during the year were 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

- Served vulnerable victims in designated high lethality domestic cases via the Joint Special Victims Unit.
- With the addition of two victim witness coordinators, designed and implemented a more comprehensive approach to serving crime victims involved in cases prosecuted by the CAO.
- Continued leadership in addressing racial disparities in the criminal justice system, as well as the continued leadership on race equity within the CAO by way of the CAO's Change Team.
- Continued to successfully offer alternatives to conviction for qualifying low-risk offenders via the Saint Paul Diversion Calendar. Since March 2015, 248 cases diverted.
- Participated as an active member of the Mental Health Court, DWI Court, and Veterans Treatment Court staffing teams and the Treatment Courts Steering/Planning Committee.
- Ramsey County Veterans Treatment Court served 36 participants and celebrated 8 graduations in 2016.
- Ramsey County DWI court served 62 participants and celebrated 11 graduations in 2016.
- Ramsey County Mental Health Court continues to be a national learning site. In 2016, the court served a total of 53 participants and celebrated 7 graduations.

2018 Proposed Budget

City Attorney's Office

Fiscal Summary

	2016 Actual	2017 Adopted	2018 Proposed	Change	% Change	2017 Adopted FTE	2018 Proposed FTE
Spending							
100: General Fund	7,791,421	8,276,653	8,454,991	178,338	2.2%	58.00	58.15
200: City Grants	-	139,767	139,767	-	0.0%	1.70	1.70
710: Central Service Fund	1,350,676	1,330,175	1,346,730	16,555	1.2%	8.00	7.85
Total	9,142,097	9,746,595	9,941,488	194,893	2.0%	67.70	67.70
Financing							
100: General Fund	912,863	937,980	938,282	302	0.0%		
200: City Grants	-	139,767	139,767	-	0.0%		
710: Central Service Fund	1,289,056	1,330,175	1,346,730	16,555	1.2%		
Total	2,201,919	2,407,922	2,424,779	16,857	0.7%		

Budget Changes Summary

Spending changes in the City Attorney's Office (CAO) 2018 proposed budget are largely due to current service level updates and small staffing adjustments. The 2018 budget continues to fund the Victim Witness Advocate added in 2016, in order for CAO to continue ensuring that victims' rights are fulfilled throughout the criminal justice process and honor its commitment to extensive victim engagement under the terms of the Saint Paul Blueprint for Safety. The 2018 budget will allow CAO to continue crucial activities such as the Joint Prosecution Unit, Community Prosecution Program, and Domestic Violence Blueprint, as well as general criminal, civil, and civil litigation activities. The 2018 budget also includes resources in the Citywide Technology fund to replace the civil/litigation case management system.

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

		Change from 2017 Adopted		
		<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
Current Service Level Adjustments				
Current service level adjustments include the reallocation of personnel to better align staffing with department operations. There is a corresponding FTE change in Fund 710.				
	Current service level adjustments	178,338	302	0.15
	Subtotal:	<u>178,338</u>	<u>302</u>	<u>0.15</u>
	Fund 100 Budget Changes Total	<u><u>178,338</u></u>	<u><u>302</u></u>	<u><u>0.15</u></u>

200: City Grants

City Attorney's Office

City Attorney's Office began receiving a grant from the Minnesota Department of Public Safety Office of Justice Program (OJP) in 2016 to provide support for direct services to crime victims.

		<u>Change from 2017 Adopted</u>		
		<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
No Changes from 2017 Adopted Budget		-	-	-
	Subtotal:	-	-	-
Fund 200 Budget Changes Total		-	-	-

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 2017 Adopted</u>		
		<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
Current Service Level Adjustments				
Current service level adjustments include the reallocation of personnel to better align staffing with department operations. There is a corresponding FTE change in Fund 100.				
Current service level adjustments				
		16,555	16,555	(0.15)
	Subtotal:	<u>16,555</u>	<u>16,555</u>	<u>(0.15)</u>
Fund 710 Budget Changes Total		<u><u>16,555</u></u>	<u><u>16,555</u></u>	<u><u>(0.15)</u></u>

Spending Reports

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

Department: CITY ATTORNEY

Budget Year: 2018

	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
<u>Spending by Fund</u>					
CITY GENERAL FUND	7,471,441	7,791,421	8,276,653	8,454,991	178,338
CITY GRANTS			139,767	139,767	
CENTRAL SERVICE FUND	1,171,466	1,350,676	1,330,175	1,346,730	16,555
TOTAL SPENDING BY FUND	8,642,907	9,142,098	9,746,595	9,941,488	194,893
<u>Spending by Major Account</u>					
EMPLOYEE EXPENSE	8,185,558	8,549,936	9,127,005	9,320,876	193,872
SERVICES	381,687	469,405	509,334	510,014	680
MATERIALS AND SUPPLIES	48,304	73,813	65,576	65,616	40
OTHER FINANCING USES	27,358	48,944	44,680	44,982	302
TOTAL SPENDING BY MAJOR ACCOUNT	8,642,907	9,142,098	9,746,595	9,941,488	194,893
<u>Financing by Major Account</u>					
INTERGOVERNMENTAL REVENUE	45,340	42,250	186,767	186,767	
CHARGES FOR SERVICES	2,216,108	2,065,685	2,151,474	2,168,030	16,556
MISCELLANEOUS REVENUE	20,000	20,040			
OTHER FINANCING SOURCES	27,358	73,944	69,680	69,982	302
TOTAL FINANCING BY MAJOR ACCOUNT	2,308,806	2,201,919	2,407,921	2,424,779	16,858

CITY OF SAINT PAUL
Spending Plan by Department

Department: CITY ATTORNEY
Fund: CITY GENERAL FUND

Budget Year: 2018

	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE	7,110,984	7,330,985	7,812,264	7,990,602	178,338
SERVICES	319,116	403,074	422,433	422,393	(40)
MATERIALS AND SUPPLIES	41,342	57,362	41,956	41,996	40
Total Spending by Major Account	7,471,441	7,791,421	8,276,653	8,454,991	178,338
Spending by Accounting Unit					
10012100 CITY ATTORNEY GENERAL OPS	7,471,441	7,791,421	8,276,653	8,454,991	178,338
Total Spending by Accounting Unit	7,471,441	7,791,421	8,276,653	8,454,991	178,338

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

Department: CITY ATTORNEY
 Fund: CITY GRANTS

Budget Year: 2018

	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE			138,610	138,611	1
SERVICES			1,157	1,156	(1)
Total Spending by Major Account			139,767	139,767	
Spending by Accounting Unit					
20012800 CRIME VICTIM SERVICES INITIATIVE			139,767	139,767	
Total Spending by Accounting Unit			139,767	139,767	

CITY OF SAINT PAUL
Spending Plan by Department

Department: CITY ATTORNEY
Fund: CENTRAL SERVICE FUND

Budget Year: 2018

	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE	1,074,575	1,218,950	1,176,131	1,191,663	15,532
SERVICES	62,571	66,331	85,744	86,465	721
MATERIALS AND SUPPLIES	6,962	16,451	23,620	23,620	
OTHER FINANCING USES	27,358	48,944	44,680	44,982	302
Total Spending by Major Account	1,171,466	1,350,676	1,330,175	1,346,730	16,555
Spending by Accounting Unit					
71012200 CITY ATTY OUTSIDE SERVICES	1,171,466	1,350,676	1,330,175	1,346,730	16,555
Total Spending by Accounting Unit	1,171,466	1,350,676	1,330,175	1,346,730	16,555



Financing Reports

CITY OF SAINT PAUL
Financing by Company and Department

Company: CITY OF SAINT PAUL
 Department: CITY ATTORNEY
 Fund: CITY GENERAL FUND

Budget Year: 2018

Account	Account Description	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
43632-0	PRECOURT DIVERSION	45,340	42,250	47,000	47,000	
TOTAL FOR INTERGOVERNMENTAL REVENUE		45,340	42,250	47,000	47,000	
44105-0	CONTINUANCE FOR DISMISSAL	849,120	759,713	800,000	800,000	
44125-0	DISTRICT ENERGY REG FEE	(25)				
44215-0	COPIES	1,427	1,611	1,300	1,300	
44590-0	MISCELLANEOUS SERVICES		400			
45510-0	REIMBURSEMENT INVESTIGATION	7,696		20,000	20,000	
51175-0	ADMINISTRATION FEE	13,084	14,906			
TOTAL FOR CHARGES FOR SERVICES		871,302	776,629	821,300	821,300	
55515-0	COUNTY SHARE OF COST	20,000				
55550-0	PRIVATE GRANTS		20,000			
55845-0	JURY DUTY PAY		40			
TOTAL FOR MISCELLANEOUS REVENUE		20,000	20,040			
56235-0	TRANSFER FR CAPITAL PROJ FUND		25,000	25,000	25,000	
56245-0	TRANSFER FR INTERNAL SERVICE F	27,358	48,944	44,680	44,982	302
TOTAL FOR OTHER FINANCING SOURCES		27,358	73,944	69,680	69,982	302
TOTAL FOR CITY GENERAL FUND		964,000	912,863	937,980	938,282	302

CITY OF SAINT PAUL
Financing by Company and Department

Company: CITY OF SAINT PAUL
 Department: CITY ATTORNEY
 Fund: CITY GRANTS

Budget Year: 2018

Account	Account Description	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
43101-0	FEDERAL GRANT STATE ADMIN			104,364	104,364	
43401-0	STATE GRANTS			35,403	35,403	
TOTAL FOR INTERGOVERNMENTAL REVENUE				139,767	139,767	
TOTAL FOR CITY GRANTS				139,767	139,767	

CITY OF SAINT PAUL
Financing by Company and Department

Company: CITY OF SAINT PAUL
 Department: CITY ATTORNEY
 Fund: CENTRAL SERVICE FUND

Budget Year: 2018

Account	Account Description	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
51235-0	SERVICES TO PUBLIC HOUSING	662,123	570,377	588,406	624,498	36,092
51240-0	SERVICES TO HRA	367,516	352,994	364,230	343,529	(20,701)
51245-0	LEGAL SERVICES	315,166	365,685	377,538	378,703	1,165
TOTAL FOR CHARGES FOR SERVICES		1,344,805	1,289,056	1,330,174	1,346,730	16,556
TOTAL FOR CENTRAL SERVICE FUND		1,344,805	1,289,056	1,330,174	1,346,730	16,556
TOTAL FOR CITY ATTORNEY		2,308,806	2,201,919	2,407,921	2,424,779	16,858

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CITY GENERAL FUND

Budget Year: 2018

	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
Financing by Major Account					
INTERGOVERNMENTAL REVENUE	45,340	42,250	47,000	47,000	
CHARGES FOR SERVICES	871,302	776,629	821,300	821,300	
MISCELLANEOUS REVENUE	20,000	20,040			
OTHER FINANCING SOURCES	27,358	73,944	69,680	69,982	302
Total Financing by Major Account	964,000	912,863	937,980	938,282	302
Financing by Accounting Unit					
10012100 CITY ATTORNEY GENERAL OPS	964,000	912,863	937,980	938,282	302
Total Financing by Accounting Unit	964,000	912,863	937,980	938,282	302

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CITY GRANTS

Budget Year: 2018

	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
Financing by Major Account					
INTERGOVERNMENTAL REVENUE			139,767	139,767	
Total Financing by Major Account			139,767	139,767	
Financing by Accounting Unit					
20012800 CRIME VICTIM SERVICES INITIATIVE			139,767	139,767	
Total Financing by Accounting Unit			139,767	139,767	

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CENTRAL SERVICE FUND

Budget Year: 2018

	2015 Actuals	2016 Actuals	2017 Adopted	2018 Mayor's Proposed	Change From 2017 Adopted
Financing by Major Account					
CHARGES FOR SERVICES	1,344,805	1,289,056	1,330,174	1,346,730	16,556
Total Financing by Major Account	1,344,805	1,289,056	1,330,174	1,346,730	16,556
Financing by Accounting Unit					
71012200 CITY ATTY OUTSIDE SERVICES	1,344,805	1,289,056	1,330,174	1,346,730	16,556
Total Financing by Accounting Unit	1,344,805	1,289,056	1,330,174	1,346,730	16,556