

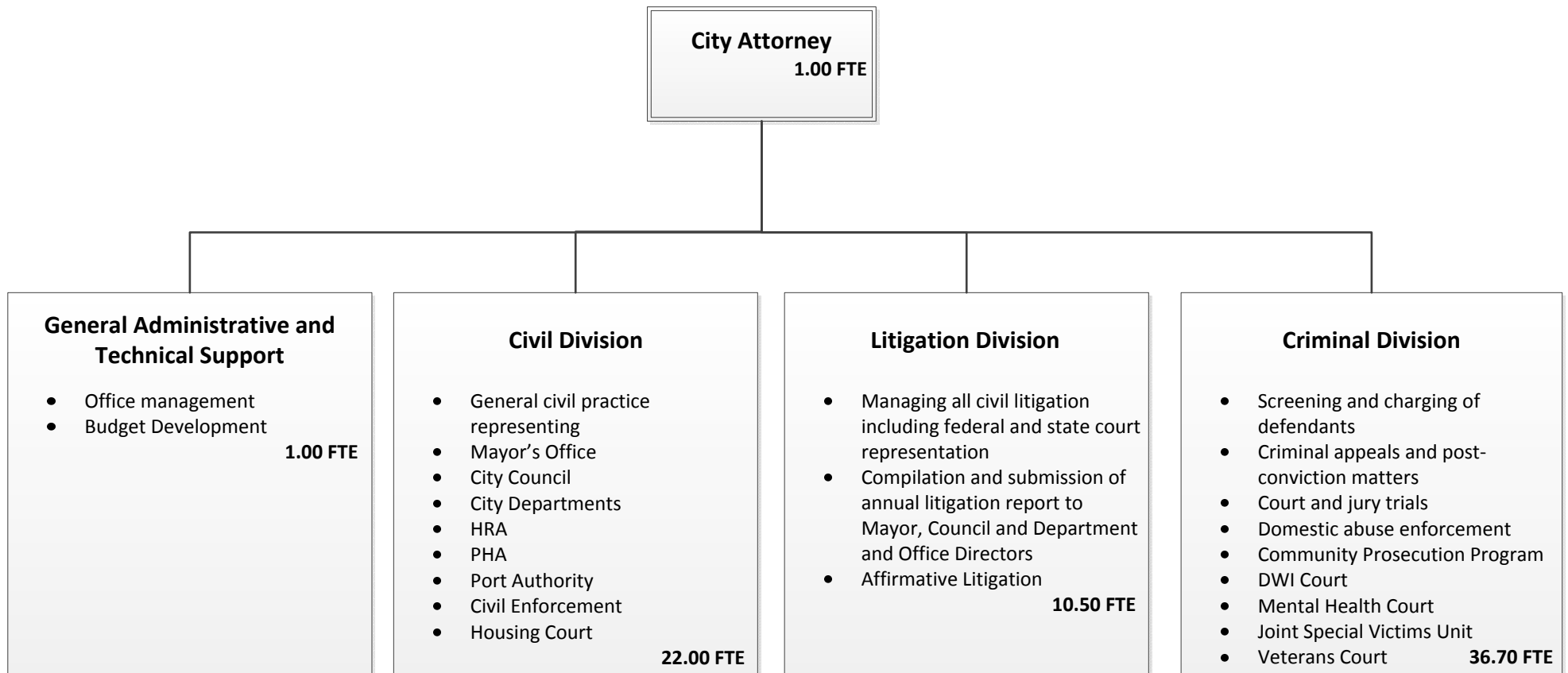
City Attorney's Office

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.



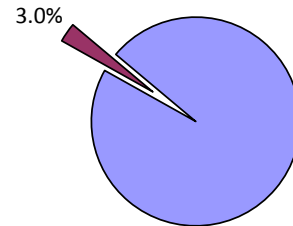
2019 Adopted Budget City Attorney's Office

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.
- * Service to Community: We work to benefit the community by connecting and engaging with each other and all of Saint Paul.
- * Integrity: We act with courage and conviction, speaking truth; being accountable and faithful to the rule of law and professional ethics.
- * 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 Goals

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

Department Facts

- Total General Fund Budget: \$ 9,139,571
- Total Special Fund Budget: \$ 1,612,989
- Total FTEs: 71.20
- The criminal division handles over 13,000 misdemeanor and gross misdemeanor cases per year.
- Legal settlements and judgments paid in 2017 total \$2,579,082.
- The civil litigation division defends the City against approximately 75 civil lawsuits each year.
- In 2017, the Civil Litigation Division resolved 63 civil lawsuits initiated against the City. Of those lawsuits, 65% were resolved by obtaining favorable judgments or dismissals without any payments by the City.

Recent Accomplishments

- Served vulnerable victims in designated high lethality domestic cases via the Joint Special Victims Unit.
- With two new victim witness coordinators, designed and implemented a more comprehensive approach to serving crime victims.
- Leadership in addressing racial disparities in the criminal justice system.
- Successfully offered alternatives to conviction for qualifying low-risk offenders via the Saint Paul Diversion Calendar.
- Members of the Mental Health Court, DWI Court, and Veterans Treatment Court staffing teams and the Treatment Courts Steering/Planning Committee.
- Launched Community Justice Unit with a focus on racial equity, criminal justice reform and advancing diversion programming.
- Negotiated and drafted a variety of contracts, drafted ordinances and resolutions, and provided extensive legal advice related to the Soccer Stadium and Snelling/Midway redevelopment, as well as Coordinated Trash Collection, Ford Zoning and Ford Site Zoning and Public Realm Master Plan.
- Provided legal advice regarding Earned Sick and Safe Time, PCIARC, the Wabasha Slope failure, and advised SPPD in redrafting of Use-of-Force policy.

2019 Adopted Budget

City Attorney's Office

Fiscal Summary

	2017 Actual	2018 Adopted	2019 Adopted	Change	% Change	2018 Adopted FTE	2019 Adopted FTE
Spending							
100: General Fund	7,940,272	8,454,991	9,139,571	684,580	8.1%	58.15	61.15
200: City Grants	111,821	139,767	144,100	4,333	3.1%	1.70	1.70
710: Central Service Fund	1,348,088	1,346,730	1,468,889	122,159	9.1%	7.85	8.35
Total	9,400,181	9,941,488	10,752,560	811,072	8.2%	67.70	71.20
Financing							
100: General Fund	719,856	138,282	127,924	(10,358)	-7.5%		
200: City Grants	68,107	139,767	144,100	4,333	3.1%		
710: Central Service Fund	1,278,386	1,346,730	1,468,889	122,159	9.1%		
Total	2,066,349	1,624,779	1,740,913	116,134	7.1%		

Budget Changes Summary

Spending changes in the City Attorney's Office (CAO) 2019 budget are due to current service level updates and the addition of three FTEs to support the work of the CAO. The 2019 budget continues to fund the Victim Witness Advocate added in 2016, in order for the 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 2019 budget will allow the 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 2019 budget also includes resources for legal support for immigrant and refugee communities.

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

	Change from 2018 Adopted		
	Spending		FTE
<u>Current Service Level Adjustments</u>			
Current service level adjustments include inflationary increases due to salary and benefit costs, and adjustments of internal transfers to reflect recent revenue.			
Current service level adjustments	368,193	(10,358)	-
Subtotal:	<u>368,193</u>	<u>(10,358)</u>	<u>-</u>
<u>Mayor's Proposed Changes</u>			
Criminal Justice Unit			
The 2019 budget adds an associate attorney to the Criminal Justice Unit to support the unit's work on engagement, equity in criminal case charging, and criminal justice reform.			
Associate Attorney	88,379	-	1.00
Subtotal:	<u>88,379</u>	<u>-</u>	<u>1.00</u>
Civil Division Attorney			
Funds have been added to the 2019 budget for an associate attorney to support the growing needs of the Civil Division of the CAO.			
Associate Attorney	88,379	-	1.00
Subtotal:	<u>88,379</u>	<u>-</u>	<u>1.00</u>
Legal Support for Immigrants			
The 2019 budget includes funding for one attorney focused on providing outreach, advocacy, and services to immigrant and refugee communities in Saint Paul.			
Attorney	139,629	-	1.00
Subtotal:	<u>139,629</u>	<u>-</u>	<u>1.00</u>
Fund 100 Budget Changes Total	<u><u>684,580</u></u>	<u><u>(10,358)</u></u>	<u><u>3.00</u></u>

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

The 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 2018 Adopted</u>		
		<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
<u>Current Service Level Adjustments</u>		4,333	4,333	-
Subtotal:		4,333	4,333	-
Fund 200 Budget Changes Total		4,333	4,333	-

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 2018 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 internal transfers to reflect recent revenue.		
Current service level adjustments		63,792	63,792	-
Subtotal:		63,792	63,792	-
<u>Mayor's Proposed Changes</u>				
HRA Attorney		The 2019 budget includes an additional 0.5 FTE to support the work of the Housing and Redevelopment Agency (HRA). This position is funded by a transfer from the HRA.		
Attorney		58,367	58,367	0.50
Subtotal:		58,367	58,367	0.50
Fund 710 Budget Changes Total		122,159	122,159	0.50



Spending Reports

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

Department: CITY ATTORNEY

Budget Year: 2019

	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
Spending by Fund					
CITY GENERAL FUND	7,791,421	7,940,272	8,454,991	9,139,571	684,580
CITY GRANTS		111,821	139,767	144,100	4,334
CENTRAL SERVICE FUND	1,350,676	1,348,088	1,346,730	1,468,889	122,159
TOTAL SPENDING BY FUND	9,142,098	9,400,181	9,941,488	10,752,560	811,072
Spending by Major Account					
EMPLOYEE EXPENSE	8,549,936	8,951,622	9,320,876	10,119,833	798,957
SERVICES	469,405	333,974	510,014	518,188	8,175
MATERIALS AND SUPPLIES	73,813	69,867	65,616	62,216	(3,400)
ADDITIONAL EXPENSES		38			
OTHER FINANCING USES	48,944	44,680	44,982	52,323	7,341
TOTAL SPENDING BY MAJOR ACCOUNT	9,142,098	9,400,181	9,941,488	10,752,560	811,072
Financing by Major Account					
INTERGOVERNMENTAL REVENUE	42,250	107,562	186,767	186,767	
CHARGES FOR SERVICES	2,065,685	1,889,047	1,368,030	1,505,189	137,159
MISCELLANEOUS REVENUE	20,040	60			
OTHER FINANCING SOURCES	73,944	69,680	69,982	48,957	(21,025)
TOTAL FINANCING BY MAJOR ACCOUNT	2,201,919	2,066,349	1,624,779	1,740,913	116,134

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

Department: CITY ATTORNEY
Fund: CITY GENERAL FUND

Budget Year: 2019

	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE	7,330,985	7,657,230	7,990,602	8,668,462	677,860
SERVICES	403,074	238,371	422,393	425,793	3,400
MATERIALS AND SUPPLIES	57,362	44,633	41,996	38,596	(3,400)
ADDITIONAL EXPENSES		38			
OTHER FINANCING USES				6,720	6,720
Total Spending by Major Account	7,791,421	7,940,272	8,454,991	9,139,571	684,580
Spending by Accounting Unit					
10012100 CITY ATTORNEY GENERAL OPS	7,791,421	7,940,272	8,454,991	9,139,571	684,580
Total Spending by Accounting Unit	7,791,421	7,940,272	8,454,991	9,139,571	684,580

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

Department: CITY ATTORNEY
Fund: CITY GRANTS

Budget Year: 2019

	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE		78,553	138,611	142,944	4,334
SERVICES		29,354	1,156	1,156	
MATERIALS AND SUPPLIES		3,914			
Total Spending by Major Account		111,821	139,767	144,100	4,334
Spending by Accounting Unit					
20012800 CRIME VICTIM SERVICES INITIATIVE		111,821	139,767	144,100	4,334
Total Spending by Accounting Unit		111,821	139,767	144,100	4,334

CITY OF SAINT PAUL
Spending Plan by Department

Department: CITY ATTORNEY
Fund: CENTRAL SERVICE FUND

Budget Year: 2019

	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
Spending by Major Account					
EMPLOYEE EXPENSE	1,218,950	1,215,840	1,191,663	1,308,427	116,763
SERVICES	66,331	66,249	86,465	91,239	4,775
MATERIALS AND SUPPLIES	16,451	21,319	23,620	23,620	
OTHER FINANCING USES	48,944	44,680	44,982	45,603	621
Total Spending by Major Account	1,350,676	1,348,088	1,346,730	1,468,889	122,159
Spending by Accounting Unit					
71012200 CITY ATTY OUTSIDE SERVICES	1,350,676	1,348,088	1,346,730	1,468,889	122,159
Total Spending by Accounting Unit	1,350,676	1,348,088	1,346,730	1,468,889	122,159



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: 2019

Account	Account Description	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
43632-0	PRECOURT DIVERSION	42,250	39,455	47,000	47,000	
TOTAL FOR INTERGOVERNMENTAL REVENUE		42,250	39,455	47,000	47,000	
44105-0	CONTINUANCE FOR DISMISSAL	759,713	596,396			
44215-0	COPIES	1,611	2,046	1,300	1,300	
44590-0	MISCELLANEOUS SERVICES	400	800			
45510-0	REIMBURSEMENT INVESTIGATION			20,000	20,000	
51175-0	ADMINISTRATION FEE	14,906	11,419		15,000	15,000
TOTAL FOR CHARGES FOR SERVICES		776,629	610,661	21,300	36,300	15,000
55515-0	COUNTY SHARE OF COST					
55550-0	PRIVATE GRANTS	20,000				
55845-0	JURY DUTY PAY	40	60			
TOTAL FOR MISCELLANEOUS REVENUE		20,040	60			
56235-0	TRANSFER FR CAPITAL PROJ FUND	25,000		25,000		(25,000)
56245-0	TRANSFER FR INTERNAL SERVICE F	48,944	69,680	44,982	44,624	(358)
TOTAL FOR OTHER FINANCING SOURCES		73,944	69,680	69,982	44,624	(25,358)
TOTAL FOR CITY GENERAL FUND		912,863	719,856	138,282	127,924	(10,358)

CITY OF SAINT PAUL
Financing by Company and Department

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

Budget Year: 2019

Account	Account Description	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
43101-0	FEDERAL GRANT STATE ADMIN		68,107	104,364	104,364	
43401-0	STATE GRANTS			35,403	35,403	
TOTAL FOR INTERGOVERNMENTAL REVENUE			68,107	139,767	139,767	
59910-0	USE OF FUND EQUITY				4,333	4,333
TOTAL FOR OTHER FINANCING SOURCES					4,333	4,333
TOTAL FOR CITY GRANTS			68,107	139,767	144,100	4,333

CITY OF SAINT PAUL
Financing by Company and Department

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

Budget Year: 2019

Account	Account Description	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
51235-0	SERVICES TO PUBLIC HOUSING	570,377	581,433	624,498	647,638	23,140
51240-0	SERVICES TO HRA	352,994	331,692	343,529	431,744	88,215
51245-0	LEGAL SERVICES	365,685	365,262	378,703	389,507	10,804
TOTAL FOR CHARGES FOR SERVICES		1,289,056	1,278,386	1,346,730	1,468,889	122,159
TOTAL FOR CENTRAL SERVICE FUND		1,289,056	1,278,386	1,346,730	1,468,889	122,159
TOTAL FOR CITY ATTORNEY		2,201,919	2,066,349	1,624,779	1,740,913	116,134

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CITY GENERAL FUND

Budget Year: 2019

	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
Financing by Major Account					
INTERGOVERNMENTAL REVENUE	42,250	39,455	47,000	47,000	
CHARGES FOR SERVICES	776,629	610,661	21,300	36,300	15,000
MISCELLANEOUS REVENUE	20,040	60			
OTHER FINANCING SOURCES	73,944	69,680	69,982	44,624	(25,358)
Total Financing by Major Account	912,863	719,856	138,282	127,924	(10,358)
Financing by Accounting Unit					
10012100 CITY ATTORNEY GENERAL OPS	912,863	719,856	138,282	127,924	(10,358)
Total Financing by Accounting Unit	912,863	719,856	138,282	127,924	(10,358)

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CITY GRANTS

Budget Year: 2019

	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
Financing by Major Account					
INTERGOVERNMENTAL REVENUE		68,107	139,767	139,767	
OTHER FINANCING SOURCES				4,333	4,333
Total Financing by Major Account		68,107	139,767	144,100	4,333
Financing by Accounting Unit					
20012800 CRIME VICTIM SERVICES INITIATIVE		68,107	139,767	144,100	4,333
Total Financing by Accounting Unit		68,107	139,767	144,100	4,333

CITY OF SAINT PAUL
Financing Plan by Department

Department: CITY ATTORNEY
Fund: CENTRAL SERVICE FUND

Budget Year: 2019

	2016 Actuals	2017 Actuals	2018 Adopted	2019 Adopted	Change From 2018 Adopted
Financing by Major Account					
CHARGES FOR SERVICES	1,289,056	1,278,386	1,346,730	1,468,889	122,159
Total Financing by Major Account	1,289,056	1,278,386	1,346,730	1,468,889	122,159
Financing by Accounting Unit					
71012200 CITY ATTY OUTSIDE SERVICES	1,289,056	1,278,386	1,346,730	1,468,889	122,159
Total Financing by Accounting Unit	1,289,056	1,278,386	1,346,730	1,468,889	122,159

