

## ATTORNEY

### MISSION

Our mission is twofold: To do justice and hold offenders accountable to enhance the public's sense of safety and to deliver high quality, cost-effective legal services.

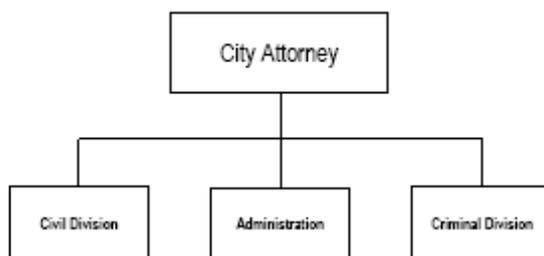
### BUSINESS LINES

The City Attorney's Office has two business lines. They are:

Enhancing public safety

Delivering civil legal services

### ORGANIZATION CHART



### FIVE –YEAR DEPARTMENTAL GOALS, OBJECTIVES, AND PERFORMANCE MEASURES (ALIGNED WITH CITY GOALS AND STRATEGIC DIRECTIONS) ORGANIZED BY BUSINESS LINES

**PUBLIC SAFETY:** The City Attorney's Office public safety business is to do justice, hold offenders accountable, and enhance the public's sense of safety.

City Goal (1-6)	City Strategic Direction (A-Z)	Department Goal	Objective	Measure
Safe Place to call home One Mpls Connected Comm. Premier Destination	1(A) (B) (E) 2(C) 4(B) (E) 6(B) (C) (E)	<ul style="list-style-type: none"> <li>▪ Reduce crimes that occur in the City.</li> </ul>	<ul style="list-style-type: none"> <li>• Chronic offenders receive appropriate and timely sanctions.</li> </ul>	<ul style="list-style-type: none"> <li>• Expand list of chronic offenders from "Top 100" to "Top 200".</li> <li>• Prosecute 100% of "Top 200" chronic offenders.</li> <li>• Increase by 5% the number of "Top 200" chronic offenders who are convicted.</li> </ul>
			<ul style="list-style-type: none"> <li>• Perpetrators of gross misdemeanor weapons violations will be successfully prosecuted.</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage and number of gross misdemeanor weapons cases charged by the CAO that result in a conviction.</li> </ul>
			<ul style="list-style-type: none"> <li>• Perpetrators of domestic violence will be successfully prosecuted.</li> </ul>	<ul style="list-style-type: none"> <li>• Review 100% of domestic violence cases for potential felony charges.</li> <li>• Increase conviction rate on domestic violence cases to 60% by 12/31/ 2008.</li> </ul>

City Goal (1-6)	City Strategic Direction (A-Z)	Department Goal	Objective	Measure
Safe Place to call home One Mpls	1(A) (B) (E) 2(A) (C)	<ul style="list-style-type: none"> <li>▪ Improve efficiency and responsiveness of the criminal justice system.</li> </ul>	<ul style="list-style-type: none"> <li>• Successful partnerships with others in the criminal justice system.</li> </ul>	<ul style="list-style-type: none"> <li>• Participate 100% in partnerships to improve the criminal justice system.</li> </ul>
			<ul style="list-style-type: none"> <li>• Full and accurate utilization of Practice Manager case management system.</li> </ul>	<ul style="list-style-type: none"> <li>• 100% of staff trained.</li> <li>• 100% of cases automatically “pushed” to Practice Manager.</li> </ul>
			<ul style="list-style-type: none"> <li>• Successful integration of case management system with other criminal justice systems.</li> </ul>	<ul style="list-style-type: none"> <li>• Integration with MPD’s systems, CAPRS, MNCIS, completed by fall, 2007.</li> </ul>
Safe Place to call home One Mpls Connected Comm. Premier Destination	1(A) (B) 2(A) (C) 4(B) (E) 6(B) (C)	<ul style="list-style-type: none"> <li>▪ Continued active collaboration with neighborhoods on community justice.</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce community concerns about misdemeanor crime in neighborhoods.</li> </ul>	<ul style="list-style-type: none"> <li>• Increase by 5% each year the number of community meetings attended and in person contacts made by community attorneys and paralegals.</li> <li>• Increase by 2% each year the number of community impact statements prepared and presented.</li> <li>• Increase by 5% each year the number of cases referred to neighborhood restorative justice programs.</li> </ul>
<b>CIVIL DIVISION : The City Attorney’s Office Civil Division business is to deliver high quality, cost-effective legal services that are responsive to the City’s adopted policies, goals, and objectives</b>				
All	1(a) (b) (c) (d) (e) 2(a) (b) (c) 3(b) (c) 4(a) (b) (c) (d) (e) 5(c) (d) 6(a) (c)	<ul style="list-style-type: none"> <li>• Assist the City in minimizing its financial exposure to claims and lawsuits.</li> </ul>	<ul style="list-style-type: none"> <li>• Aggressively defend claims and lawsuits that result from the City’s risk generating activities.</li> </ul>	<ul style="list-style-type: none"> <li>• Liability payouts resulting from certain of the City’s risk generating activities.</li> <li>• Number of adverse matters opened each year.</li> <li>• Number of adverse matters closed each year.</li> </ul>
			<ul style="list-style-type: none"> <li>• Commence timely litigation to advance the City’s adopted goals and policy objectives or recover public monies.</li> </ul>	<ul style="list-style-type: none"> <li>• Litigation commenced as directed by City elected officials.</li> </ul>
			<ul style="list-style-type: none"> <li>• Identify risk generating activities and assist departments in finding solutions.</li> </ul>	<ul style="list-style-type: none"> <li>• 100% of available MPD sworn personnel trained.</li> <li>• All training requests for new supervisors/employees from HR are completed.</li> </ul>

<b>MEASURES, DATA AND TARGETS TABLE</b>						
PUBLIC SAFETY						
<b>Measure Name</b>	<b>2003 Data</b>	<b>2004 Data</b>	<b>2005 Data</b>	<b>2006 Data Est.</b>	<b>2007 Target</b>	<b>2011 Target</b>
Prosecute 100% of "Top 100" chronic offenders arrested by the Police Department	100%	100%	100%	100%	100%	100%
Increase by 5% the number of "Top 100" chronic offenders who are convicted	82	83	81	92	97	210 (assumes "Top 200")
Increase conviction rate on domestic violence cases to 60% by 2008	47.5%	48%	48%	52%	56%	60%
Review 100% of domestic violence cases for potential felony charges	100%	100%	100%	100%	100%	100%
Number of domestic violence cases charged as felonies by the County Attorney's Office based on the CAO analysis and assessment	98	104	109	75	75	75
Participate 100% in partnerships to improve the criminal justice system	100%	100%	100%	100%	100%	100%
Participate 100% in partner-ships to improve the criminal justice system	Attended all CJCC meetings; continue work on CriMNet implementation; MNCIS; continued pre-screening of all cases; Continued participation in the "Minneapolis Impact Calendar" and Community Court, Domestic Violence	Attended all CJCC meetings; continue work on CriMNet implementation; MNCIS; continued prescreening of all cases; continued participation in the Comm. Court, Domestic Violence Court,	Attend all CJCC meetings; continue work on CriMNet implementation; MNCIS; attend PPM & ISAB meetings. Con-tinue prescreening of all cases; continue participation in the Community	Attend all CJCC meetings; continue work on CriMNet implementation; MNCIS; attend PPM & ISAB meetings. Continue prescreening of all cases; continue participation in the Community Court, Domestic Violence Court, Mental Health Court, and Serious Traffic calendar;	Attend all CJCC meetings; continue work on CriMNet implementation;MNCIS; attend PPM & ISAB meetings. Continue prescreening of all cases; continue participation in the Community Court, Domestic Violence Court, Mental Health Court, and Serious Traffic calendar; Main-tain delegation of authority to the Hennepin County Court Referee to	Attend all CJCC meetings; continue work on CriMNet implementation; MNCIS; attend PPM & ISAB meetings. Continue pre-screening of all cases; continue participation in the Community Court, Domestic Violence

	Court, Mental Health Court; worked on a Livability Crimes Court.	Mental Health Court, worked on reorganization of arraignment courts “payable” traffic calendar created.	Court, Domestic Violence Court, Mental Health Court, and Serious Traffic calendar; Maintain delegation of authority to the Hennepin County Court Referee to resolve certain misdemeanor or offenses. Implement new bail schedule; reduce time involved in “aging” process.	Maintain delegation of authority to the Henn. County Court Referee to resolve certain misdemeanor offenses. Implement new bail schedule; reduce time involved in “aging” process.	resolve certain misdemeanor offenses. Implement new bail schedule; reduce time involved in “aging” process.	Court, Mental Health Court, and Serious Traffic calendar; Maintain delegation of authority to the Hennepin County Court Referee to resolve certain misdemeanor offenses. Implement new bail schedule; reduce time involved in “aging” process.
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Measure Name	2003 Data	2004 Data	2005 Data	2006 Data Est.	2007 Target	2011 Target
Increase by 5% each year the number of community meetings attended and in person contacts made by community attorneys	506	250*	3,495	3,670	3,854	4,200
Increase by 2% each year the number of community impact statements prepared and presented						
Increase by 5% each year the number of cases referred to neighborhood restorative justice programs	281	247	612	642	674	819

CIVIL DIVISION						
Measure Name	2003 Data	2004 Data	2005 Data	2006 Data Est.	2007 Target	2011 Target
Liability Payouts resulting from certain of the City’s risk generating activities	\$10,292,339	\$4,339,510	\$3,175,869	\$2,646,554	\$2,000,000	\$1,500,000
Number of adverse matters open at year’s end	724	904	1,142	1,004	954	906

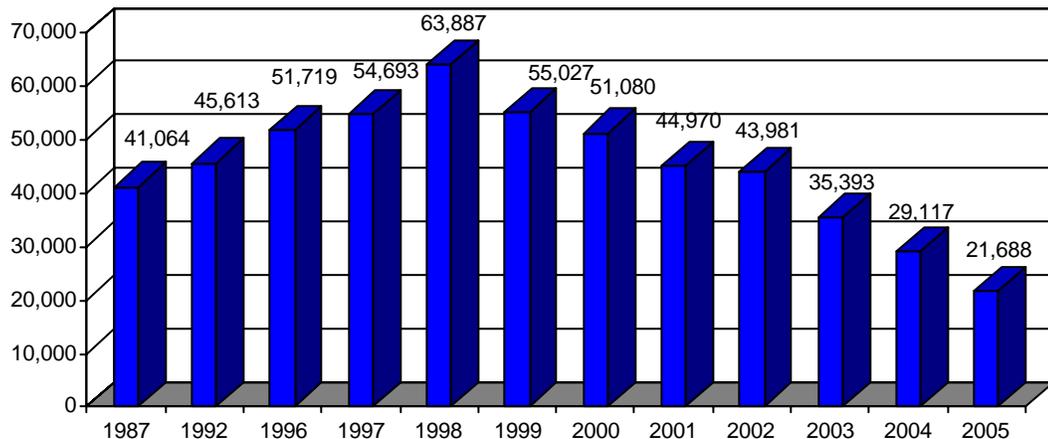
Measure Name	2003 Data	2004 Data	2005 Data	2006 Data Est.	2007 Target	2011 Target
Number of adverse matters closed during year	493	530	405	514	540	513
Number of MPD Officers trained	New Indicator	New Indicator	750	840	840	840
Increase by 5% each year the number of non-litigation matters closed	1,048	1,122	1,049	1,394	1,464	1,000
Annual survey of elected officials and departmental clientele is conducted in 2006	New Indicator	New Indicator	New Indicator	New Indicator	New Indicator	New Indicator
By 2007, a 10% increase in satisfaction is reported	New Indicator	New Indicator	New Indicator	New Indicator	New Indicator	New Indicator

**CONTEXT FOR THE DEPARTMENT’S WORK**

**Rising case loads:** In recent years, the Office’s criminal caseload has declined significantly – from a high of 63,887 cases in 1998 to 21,688 in 2005. The chart below illustrates this trend. This trend may be over. In the first quarter of 2006, cases increased 36 % over the first quarter of 2005 (6,596 vs. 4, 210). For 2006, the Criminal Division’s caseload is projected to be 26,383 cases. If this projection is met, then the criminal caseload will have increased by 21% in one year. This increase in caseload is occurring at a time that resources dedicated to the prosecution of gross misdemeanor, misdemeanor and petty misdemeanor crime are decreasing.

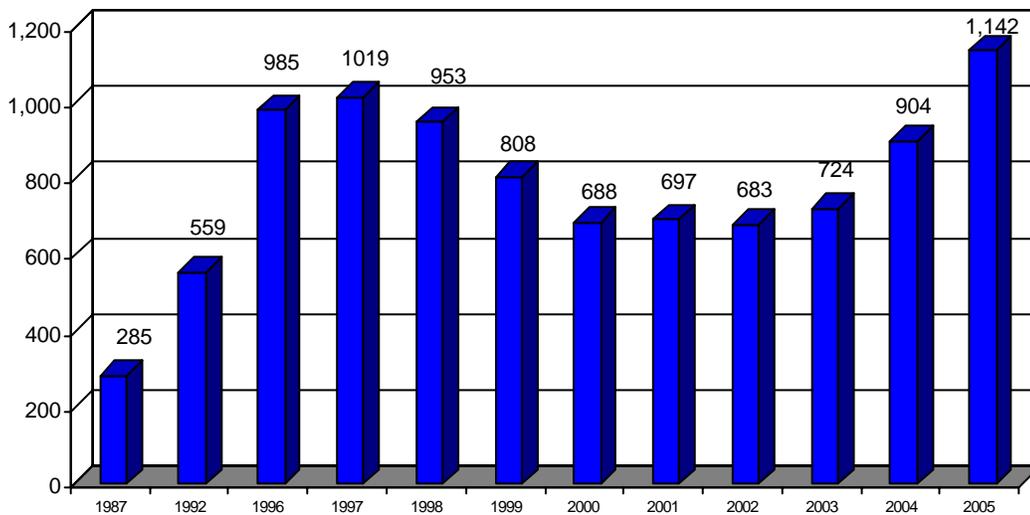
Even if the staffing is held constant, an annual caseload of 26,383 cases results in an average caseload of nearly 925 cases per authorized criminal prosecutor position. Both the American Bar Association (ABA) and the Minnesota State Public Defender analyze acceptable caseload standards and independently recommend an identical gross misdemeanor, misdemeanor caseload standard for public defenders. Both recommended an annual average of 400 misdemeanor cases per attorney per year or 250 gross misdemeanor cases per attorney per year. Thus, the average annual caseload in the City Attorney’s Office is more than over two times the ABA and State Defender standards for misdemeanor cases and more than three times the standard for gross misdemeanor cases. Because of this historic resource allocation problem, the City Attorney’s Office in its prior business plans adopted a prioritization plan for public safety activities.

**PROSECUTION CASELOAD**



The Civil Division litigation caseload has been increasing for a number of years. The chart below illustrates that trend. It is likely that the 2006 caseload will be at least as great as 2005. As the Civil litigation caseload continues to increase, the ability of the Office to deliver timely non-litigation services is impaired. The Office intends to address this challenge by providing its civil legal services in accordance with the prioritization plan approved in the 2006-2010 Five-Year Business Plan.

### CIVIL LITIGATION CASELOAD

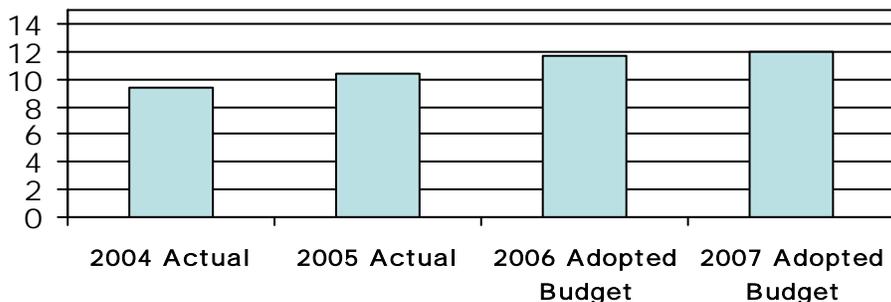


### FINANCIAL ANALYSIS

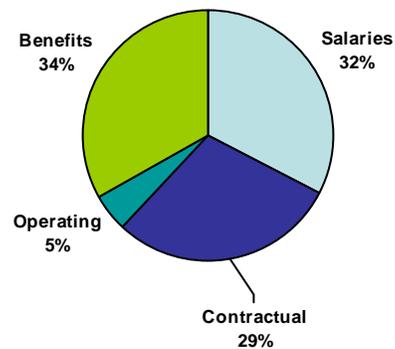
#### EXPENDITURE

The City Attorney’s 2007 Budget is \$12.1 million, a 2.5% or \$288,000 increase over the 2006 Adopted Budget.

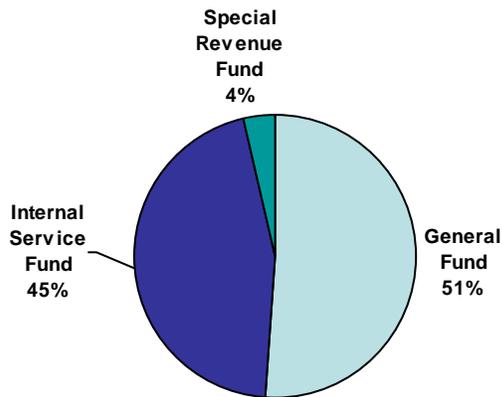
**Expenditures 2004-2007  
(In millions)**



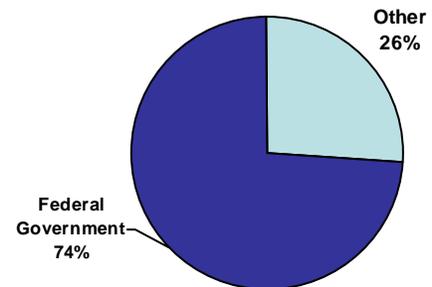
**Expenditures by Type (\$12.1 million)**



**Expenditures by Fund (\$12.1 million)**



**Direct Revenues by Type (\$0.5 million)**



**REVENUE**

The City Attorney’s \$531,000 revenue budget, or a 4.3% decrease, reflects a \$31,000 decrease in federal grant funding.

**FUND ALLOCATION**

The main funding sources for the City Attorney’s Office are the General Fund (50%) and the Self-Insurance Fund (47%). The remaining 3% of funding is derived from the Federal Grants Fund and Other Grants Fund. The 2007 General Fund budget for the Attorney’s office increases by 0.5%, the Self-Insurance Fund Budget increases by 5.6%, and the Special Revenue Fund budget decreases by 8.6%.

**MAYOR’S RECOMMENDED BUDGET**

The Mayor accepts the department’s proposal to meet the financial direction. The department’s proposal to use lease savings (\$150,000) is predicated on a move to City Hall in 2010. A \$2,000 increase for the ethical practices board is also included in the Mayor’s recommendation. An attorney position is added to back fill grant funds (\$75,000).

**COUNCIL ADOPTED BUDGET**

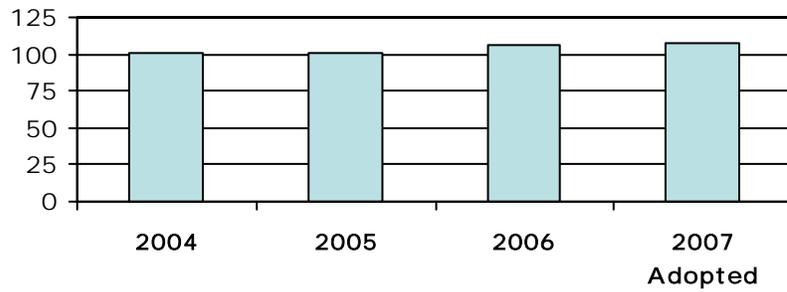
The department’s budget was increased by \$35,000 in order to provide funding to a restorative justice program.

**ATTORNEY**

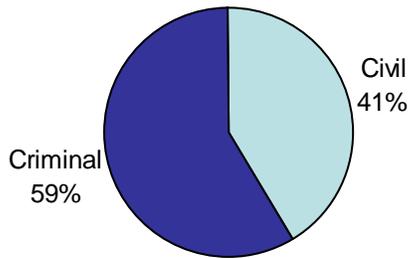
**Staffing Information**

	2004 Adopted Budget	2005 Adopted Budget	2006 Adopted Budget	2007 Adopted Budget	% Change	Change Budget
<b>FTE's by Division</b>						
Criminal	57.63	58.50	62.00	63.00	1.61%	1.00
Civil	43.50	42.50	44.50	44.50	0.00%	-
						-
<b>Total FTE's</b>	<b>101.13</b>	<b>101.00</b>	<b>106.50</b>	<b>107.50</b>	<b>0.94%</b>	<b>1.00</b>

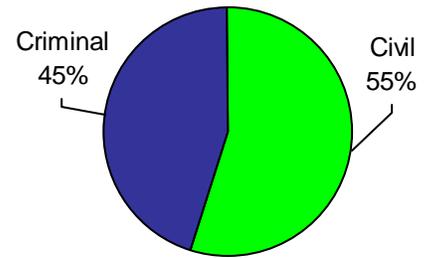
### Staffing Summary 2004-2007



Positions by Division



Expenditure by Division



**ATTORNEY  
EXPENDITURE AND REVENUE INFORMATION**

	<b>2004 Actual</b>	<b>2005 Actual</b>	<b>2006 Adopted Budget</b>	<b>2007 Adopted Budget</b>	<b>Percent Change</b>	<b>Change</b>
<b>Total Expenditure - All Funds</b>	9,399,536	10,371,893	11,741,231	12,064,554	2.8%	323,323
<b>Total Revenues - All Funds</b>	192,773	119,489	554,866	531,014	-4.3%	-23,852
<b>General Fund - City</b>						
Salaries and Wages	2,927,736	2,971,427	3,709,523	3,772,070	1.7%	62,547
Contractual Services	875,257	1,178,847	1,107,474	1,191,490	7.6%	84,016
Operating Costs	194,521	204,561	198,553	164,740	-17.0%	-33,813
Fringe Benefits	633,723	700,615	938,788	1,042,117	11.0%	103,329
<b>Total Expenditure</b>	<b>4,631,236</b>	<b>5,055,450</b>	<b>5,954,338</b>	<b>6,170,417</b>	<b>3.6%</b>	<b>216,079</b>
Charges for Service	8,801	14,576	17,000	17,000	0.0%	0
Interest	29	6			0.0%	0
Other Misc Revenues	16,350	729	91,000	91,000	0.0%	0
<b>Total Revenues</b>	<b>25,180</b>	<b>15,311</b>	<b>108,000</b>	<b>108,000</b>	<b>0.0%</b>	<b>0</b>
<b>Special Revenue Funds</b>						
Salaries and Wages	386,508	275,014	391,252	361,650	-7.6%	-29,602
Contractual Services	42,000				0.0%	0
Operating Costs	3,656	950			0.0%	0
Fringe Benefits	86,843	54,115	79,948	69,008	-13.7%	-10,940
<b>Total Expenditure</b>	<b>519,007</b>	<b>330,079</b>	<b>471,200</b>	<b>430,658</b>	<b>-8.6%</b>	<b>-40,542</b>
Federal Government	78,429	87,545	423,866	393,014	-7.3%	-30,852
State Government			0		0.0%	0
<b>Total Revenues</b>	<b>78,429</b>	<b>87,545</b>	<b>423,866</b>	<b>393,014</b>	<b>-7.3%</b>	<b>-30,852</b>
<b>Internal Service Funds</b>						
Salaries and Wages	2,938,412	2,969,116	3,467,458	3,664,100	5.7%	196,642
Contractual Services	536,429	1,118,996	794,361	666,450	-16.1%	127,911
Operating Costs	154,478	175,804	145,928	148,847	2.0%	2,919
Fringe Benefits	619,974	722,447	907,946	984,082	8.4%	76,136
<b>Total Expenditure</b>	<b>4,249,293</b>	<b>4,986,364</b>	<b>5,315,693</b>	<b>5,463,479</b>	<b>2.8%</b>	<b>147,786</b>
Charges for Service	68,902	9,244	20,000	20,000	0.0%	0
Other Misc Revenues	20,263	7,389	3,000	10,000	233.3%	7,000
<b>Total Revenues</b>	<b>89,164</b>	<b>16,633</b>	<b>23,000</b>	<b>30,000</b>	<b>30.4%</b>	<b>7,000</b>