

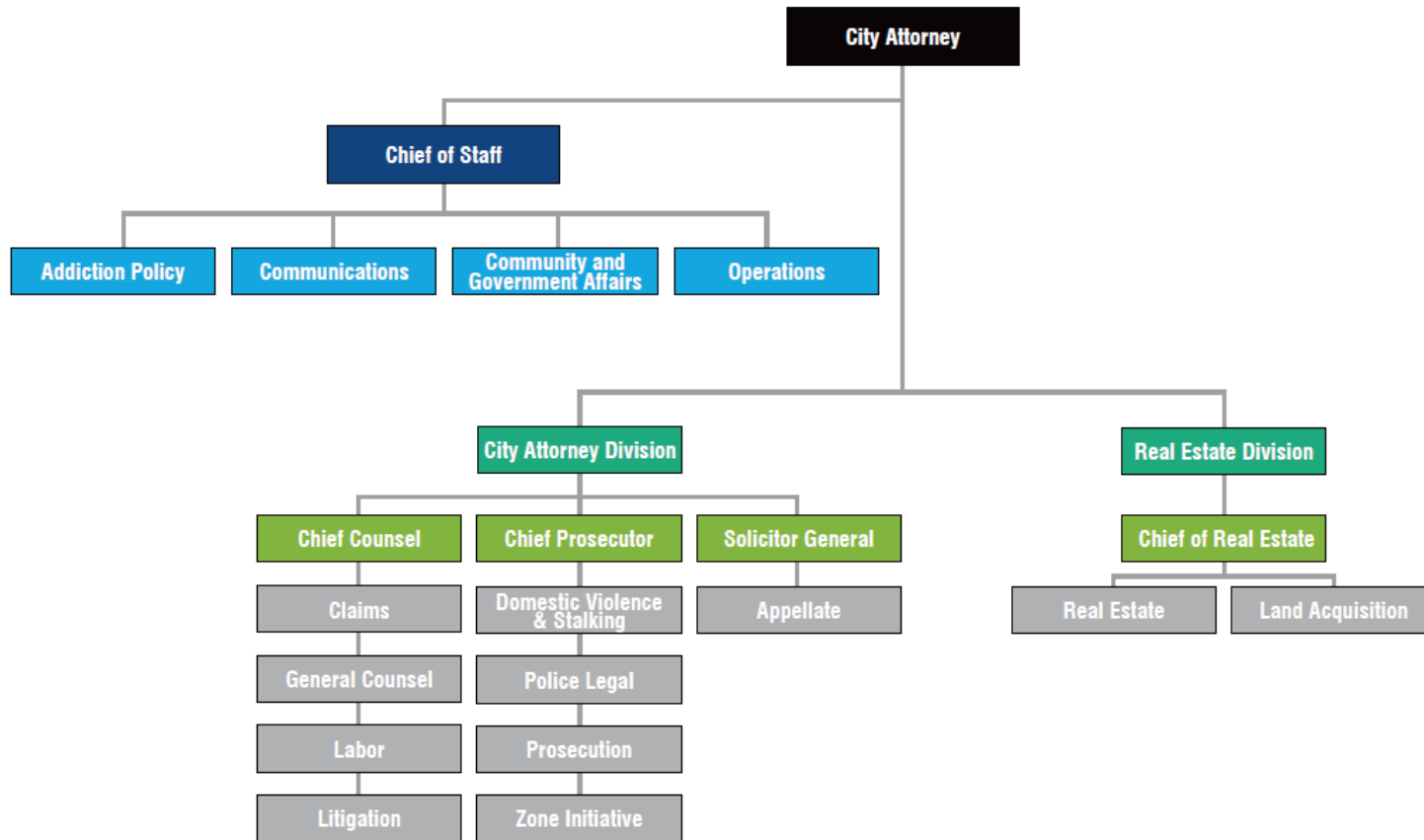
Department Description

The City Attorney is the legal adviser and attorney for all City of Columbus Departments. The Columbus City Attorney's Office (CAO) provides an array of legal services which include approving contracts, defending the city against lawsuits, assuring that newly enacted legislation conforms to existing city code, and evaluating whether misdemeanor criminal charges should be filed in Franklin County Municipal Court. The CAO prosecutes traffic and criminal cases, conducts new recruit and in-service training for the Division of Police, and eliminates public nuisances that persist in Columbus neighborhoods. With the newly created Solicitor General's position, the CAO engages in litigation that seeks to protect and ensure the well-being of Columbus residents.

The Real Estate Division is responsible for the acquisition of all real property needed by the city departments, the provision of legal assistance with regard to all real estate matters, including the sale and leasing of property, and matters related to real estate taxes. The Real Estate Division provides legal and negotiating advice for a number of major projects contributing to Columbus's development activities.

Department Mission

To carry out the duties and responsibilities prescribed by the Columbus City Charter and Columbus City Codes as legal adviser, attorney, counsel, and prosecuting attorney in municipal court for the City of Columbus; to set the guiding principles for the legal and prosecutorial direction of the city's law department that focuses on ways to help improve the safety and progress of Columbus.



Department Goals and Objectives

To handle every matter to a conclusion that is just and fair, both to the City of Columbus and to any other parties involved.

Strategic Priorities for 2019

Provide critical legal services across a broad spectrum of issues and ensure that enacted legislation fits properly into the City Code.

Evaluate whether criminal charges should be filed and prosecute criminal and traffic cases.

Conduct police recruit and in-service training, and eliminate public nuisances that persist in the city's neighborhoods.

Approve contracts, defend the city against lawsuits, and seek opportunities for the city to engage in affirmative litigation opportunities that threaten the well-being of Columbus residents.

Secure adequate resources for the best qualified attorneys and staff, for proper staffing levels, and for the law firm that represents the City of Columbus to carry out the responsibilities required by the charter in a competent and professional manner.

2019 BUDGET NOTES

The budget for the City Attorney includes \$2.8 million in funding for the criminal prosecution program. In addition:

- The 2019 budget includes \$1.1 million for land acquisition.
 - A total of \$2.1 million is budgeted for the domestic violence and stalking program.
 - Of note, outside counsel for cases involving a conflict of interest are budgeted in the Department of Finance and Management.
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Department Financial Summary by Area of Expense					
Fund	2016 Actual	2017 Actual	2018 Budget	2018 Projected	2019 Proposed
General Fund					
City Attorney					
Personnel	\$ 11,262,745	\$ 11,921,453	\$ 12,999,262	\$ 12,870,172	\$ 12,893,818
Materials & Supplies	159,555	118,510	70,200	69,077	75,150
Services	412,672	389,650	421,473	385,932	416,564
Other	-	-	-	-	3,000
Transfers	110,756	110,721	-	162,221	-
City Attorney Subtotal	11,945,729	12,540,334	13,490,935	13,487,402	13,388,532
Real Estate					
Personnel	110,634	110,511	133,198	132,219	149,128
Real Estate Subtotal	110,634	110,511	133,198	132,219	149,128
General Fund Subtotal	12,056,363	12,650,845	13,624,133	13,619,621	13,537,660
Land Acquisition Fund					
Real Estate					
Personnel	876,506	900,367	998,197	938,319	992,364
Materials & Supplies	12,239	11,865	27,020	20,020	26,520
Services	70,055	61,410	90,894	60,273	94,628
Other	-	-	-	-	2,000
Land Acq. Fund Subtotal	958,800	973,642	1,116,111	1,018,612	1,115,512
Department Total	\$ 13,015,163	\$ 13,624,487	\$ 14,740,244	\$ 14,638,233	\$ 14,653,172

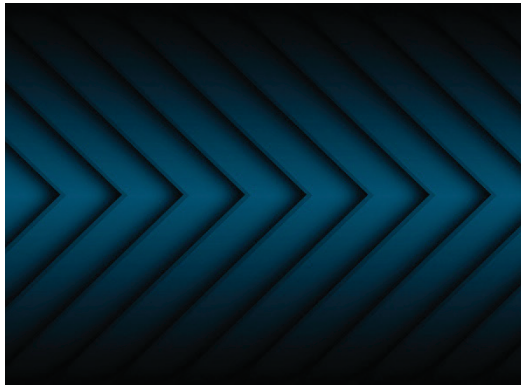
Division Financial Summary by Area of Expense					
Fund	2016 Actual	2017 Actual	2018 Budget	2018 Projected	2019 Proposed
City Attorney					
General Fund					
Personnel	\$ 11,262,745	\$ 11,921,453	\$ 12,999,262	\$ 12,870,172	\$ 12,893,818
Materials & Supplies	159,555	118,510	70,200	69,077	75,150
Services	412,672	389,650	421,473	385,932	416,564
Other	-	-	-	-	3,000
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Materials & Supplies	12,239	11,865	27,020	20,020	26,520
Services	70,055	61,410	90,894	60,273	94,628
Other	-	-	-	-	2,000
Land Acquisition Fund Subtotal	958,800	973,642	1,116,111	1,018,612	1,115,512
Real Estate Subtotal	1,069,434	1,084,153	1,249,309	1,150,831	1,264,640
Department Total	\$ 13,015,163	\$ 13,624,487	\$ 14,740,244	\$ 14,638,233	\$ 14,653,172

Department Personnel Summary					
Fund	FT/PT	2016 Actual	2017 Actual	2018 Budgeted	2019 Proposed
General Fund					
City Attorney	FT	116	118	124	125
	PT	34	28	14	14
Real Estate	FT	0	1	1	1
	PT	0	0	0	0
Land Acquisition Fund					
Real Estate	FT	8	8	8	8
	PT	1	1	1	1
Total		159	156	148	149

Please note: The equivalent of one general fund position in the 2019 proposed column above is being funded by BZS' development services fund.

Operating Budget by Program				
Program	2018 Budget	2018 FTEs	2019 Proposed	2019 FTEs
Appellate	\$ 306,367	3	\$ 497,157	3
General Counsel	660,810	5	672,956	5
Labor & Employment	679,981	5	743,967	6
Police Legal Bureau	312,568	2	312,915	2
Claims	968,920	9	698,517	7
Zone Initiative	830,906	8	989,391	9
Criminal Prosecution	3,632,299	38	2,831,235	38
Prosecution Resource Unit	716,994	6	742,999	6
Domestic Violence & Stalking	2,064,913	24	2,119,612	25
Litigation	977,057	6	977,938	6
Solicitor General	-	0	263,256	2
Administration	1,878,254	15	2,113,842	13
Fiscal	294,719	2	257,247	2
Human Resources	108,087	1	107,861	1
Internal Services	126,511	0	123,902	0
Land Acquisition	1,048,660	8	1,051,249	8
Real Estate Administration	133,198	1	149,128	1
Department Total	\$ 14,740,244	133	\$ 14,653,172	134

For additional financial information related to the City Attorney, please refer to the land acquisition fund contained within the internal service funds summary. Program descriptions begin on the following page.



2019 PROGRAM GUIDE

APPELLATE

To manage appeals arising from the Prosecutor Section of the Columbus City Attorney's office. This unit also serves as legal advisors to the trial unit staff.

GENERAL COUNSEL

To serve as the primary legal counsel to city officials with respect to issues surrounding city services, legislation, contracts, zoning, and other vital issues related to the day-to-day operations of the city government. To assist in the legal review and practical implementation of various development projects that foster the growth of our city. To assist various city divisions in complying with state and federal environmental laws and regulations.

LABOR & EMPLOYMENT

To handle all labor and employment related litigation involving the city and render legal advice to city officials and managers on labor and employment matters involving the city's seven collective bargaining units.

POLICE LEGAL BUREAU

To provide comprehensive legal advice specifically to the Columbus Division of Police for a wide range of legal issues impacting police. Attorneys in this section deliver around the clock "real time" advice to police personnel as they are on call 24/7. In addition, this section provides legal training to Division of Police recruits and to current officers.

CLAIMS

To handle pre-litigation claims against the city that exceed the sum of \$2,500, as well as the collection of delinquent debt owed to the city.

ZONE INITIATIVE

To work closely with the Division of Police, Code Enforcement, Columbus Public Health, Refuse and community organizations, focusing on the elimination of public nuisances that blight the city's neighborhoods. Whether it is abandoned and deteriorating houses, open dumping, street prostitution, boot joints, excessive noise, or trash and debris, this unit seeks to eliminate these problems.

CRIMINAL PROSECUTION

To provide attorneys in the prosecution of misdemeanor offenses in the Franklin County Court for the City of Columbus, the State of Ohio, the unincorporated areas of Franklin County and, under contract, for various municipalities.

PROSECUTION RESOURCE UNIT

To oversee the operations of the Intake Section, the Mediation Program, and the Check Resolution Program. It provides a variety of services to residents seeking to resolve conflicts that may rise to the level of a misdemeanor criminal violation. The section offers residents the opportunity to have allegations of misdemeanor criminal violations reviewed by a prosecutor, works through mediation in an effort to resolve disputes without resorting to criminal prosecution, and seeks to resolve disputes where checks are dishonored without resorting to the filing of criminal charges.

DOMESTIC VIOLENCE & STALKING

To prosecute and provide education, support, counseling, crisis intervention, and overall assistance to victims of domestic violence (DV) and stalking. The section has specially trained prosecutors that are assigned to handle only domestic violence and stalking cases. These specialized prosecutors handle cases that include, but are not limited to, repeat assaults, egregious acts of violence, and victims that are high risk including the elderly, pregnant women, children, and the disabled. The team also includes legal advocates who offer services to every DV victim before and during each court date.

LITIGATION

To defend the city and its employees in all types of civil litigation. While litigation occurs in other sections of the office, the Litigation Section's caseload principally deals with claims against the city and its employees that seek monetary damages based on allegations of personal injury or property damage or violation of constitutional rights.

SOLICITOR GENERAL

To oversee complex appellate litigation on behalf of the city, advise City Council on legislative enactments, and serve as a legal policy advisor to the City Attorney primarily on issues of criminal justice reform. To develop an affirmative litigation section that initiates litigation on behalf of the City of Columbus.

ADMINISTRATION

To provide office management, administration, technology, and clerical support.

FISCAL

To provide accounts receivables, accounts payable, purchasing, grant management, and budgeting services for the office.

HUMAN RESOURCES

To provide payroll and human resources management services for the office.

INTERNAL SERVICES

To account for the internal service charges of the department necessary to maintain operations.

LAND ACQUISITION

To provide services for the acquisition of all real property interests needed by city departments.

**REAL ESTATE
ADMINISTRATION**

To provide legal assistance with regard to all real estate matters—including the sale and leasing of property—utility easements, right-of-way dedications, and matters related to real estate property taxes. The Real Estate Division also provides legal and negotiating advice for a number of major projects contributing to Columbus' development.
