

2019



Legislative Reference Bureau

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CITY ATTORNEY

2019 Proposed Plan and Executive Budget Review

Prepared by: Dana Zelazny, Legislative Fiscal Analyst
Budget Hearing: 2:30 pm on Wednesday, October 17, 2018
Last Updated: October 15, 2018

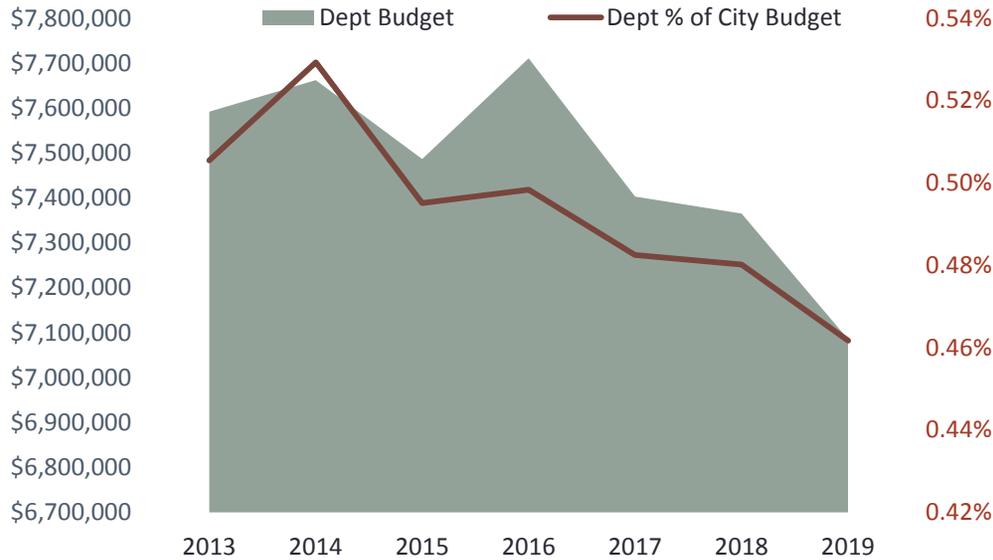
Version 1.0



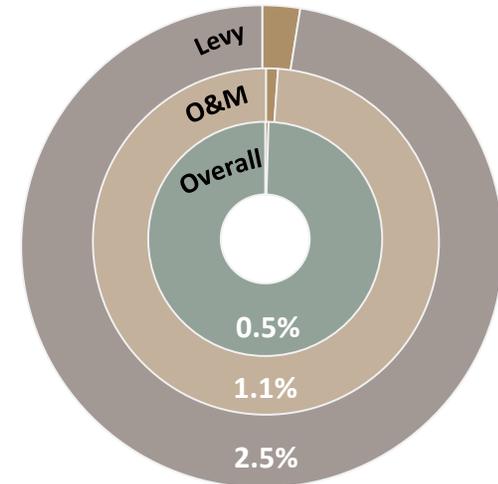
\$7,085,492
Proposed 2019 Budget

-\$279,850
Change in Proposed Budget

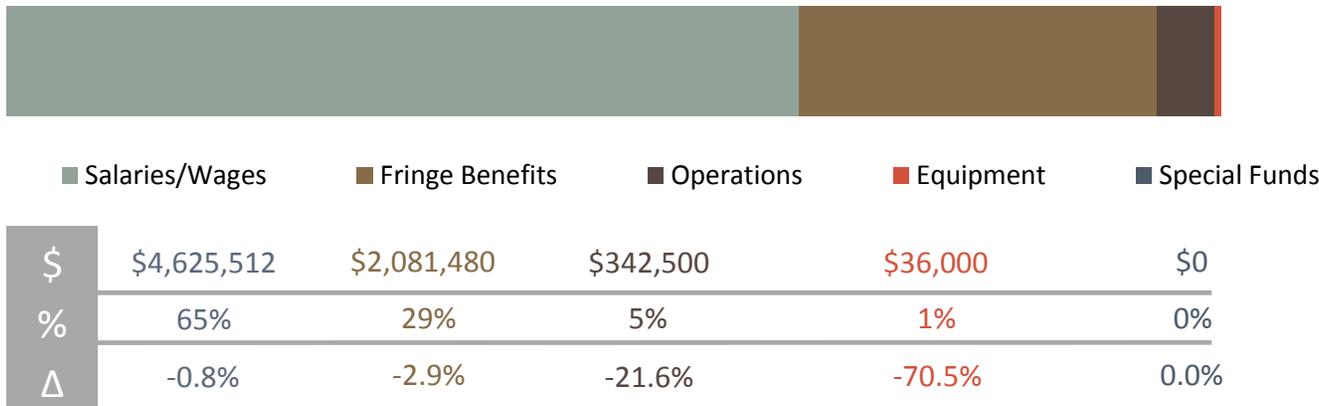
-3.8%
% Change in Proposed Budget



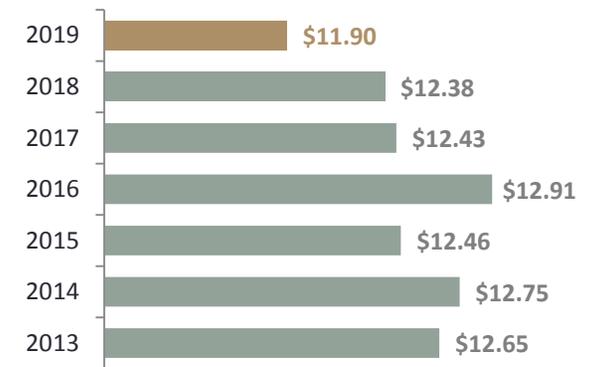
Departmental Budget Impact



Departmental Budget Appropriation Category



Budget per Capita



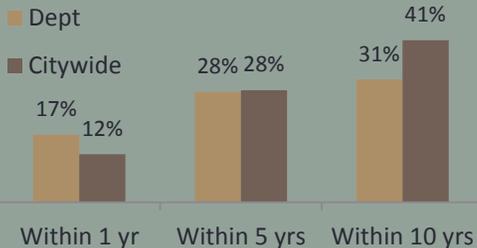
-\$291,000

Reduction in salaries from 2017 to 2019, primarily due to turnover; the number of FTEs – 62 – is unchanged since 2017.

2

Number of non-O&M FTEs; an Assistant City Attorney is funded through ERS and a Parking Citation Review Manager is funded through the Transportation Fund.

Retirement Eligible



0

Change in Positions

0.0%

% Change in Positions

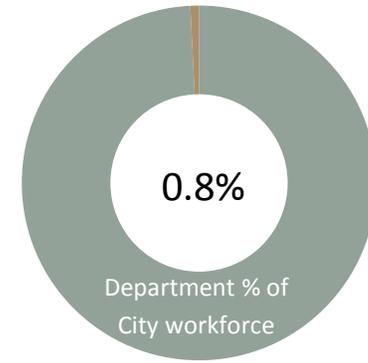
6

Current Vacancies

8

Voluntary Separations

Departmental Personnel Budget

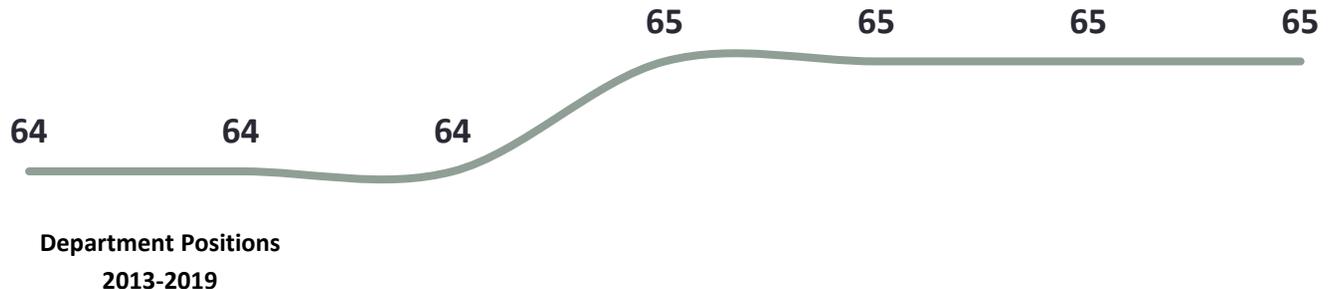


Staffing Vacancies

6 of 34 Assistant City Attorney positions are currently vacant. Of these, one individual has recently accepted an offer from the City, and interviews have been held for the other positions. Of the 28 current Assistant City Attorneys, there are 12 white males, 10 white females, 2 black males, 1 black female, 1 Hispanic male and 2 Asian/Pacific Islander females.

Staffing Update

- Mid 2018, the Special Assistant to the City Attorney position was split into 2 new positions– a Personnel Officer and a Business Finance Officer. Both positions are currently filled.
- In March 2018, one of 2 Legal Office Assistant-Senior positions was reclassified to a Program Assistant I.



\$469,351

Expenditures in 2017 on outside counsel and expert witness fees.

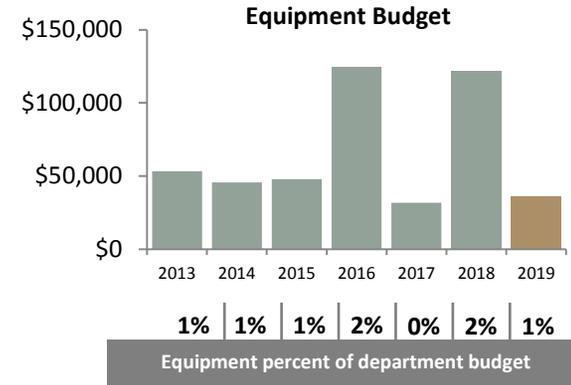
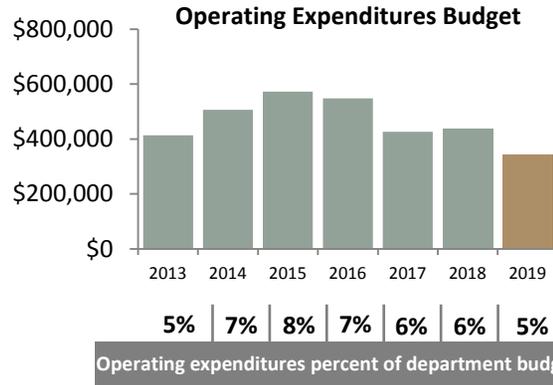
\$9,523,174

2017 Expenditures from the Damages and Claims SPA. The total expenditures from 2015-2017 were \$25.4 million, or an average of \$8.5 million per year. \$3.8 million has been expended year to date in 2018.

Unbudgeted Damages and Claims expenditures are paid for through contingent borrowing.

\$904,000

2019 estimated charges for services; down 3% from 2018.



Revenue

Top 4 areas of Reimbursement Services, 2019 estimates:

- Services to RACM \$325,000
- Services to HACM \$183,000
- Services to Water \$170,900
- Services to ERS \$94,100

Grants

This department receives no grant funding.

Special Purpose Accounts

- Damages and Claims \$1,225,000
- Insurance Fund \$655,000
- Outside Counsel/Expert Witness Fund \$850,000

No SPA funding level changes from 2018. The former City Attorney Collection SPA was split and moved to Municipal Court and Treasurer’s Office.

Capital Requests

This department has no capital funding in the Proposed Budget.

The department did request \$3.9 million in capital funds for a remodel of the City Hall 8th Floor offices.

517

State and Federal Court cases opened in 2017. 454 such cases were closed, while 581 were pending.

429

Number of eviction cases handled in 2017, down from 441 in 2016.

76,894

Municipal Court prosecutions handled by the department in 2017, up 5.4% from 2016.

608

Number of liability claims received in 2017, no change from 2016; 645 liability claims were closed.

Diversity Clerkship

In 2017 and 2018, the City Attorney used the DER Auxiliary Resource Program to hire a part-time Graduate Intern through the State Bar of Wisconsin Diversity Clerkship program. The department plans to do so again in 2019.

The program provides first-year law school students from diverse backgrounds experience with public sector legal work.

As of yet, no one has been hired permanently through the Diversity Clerkship program.

Ordinance Enforcement

The Ordinance Enforcement Division (OED) is located in the Police Administration Building. OED is composed of 5 to 6 Assistant City Attorneys and 3 support staff.

OED reviews and prosecutes municipal citations issued by the Police Department and Department of Neighborhood Services. OED attorneys advise and litigate building and zoning code, traffic, parking, towing, property returns, public safety, nuisance abatement and licensed premise investigation matters.

Technology Upgrades

In 2019, the Department will be looking at replacement options for its current document management system.

The department has been working with the Common Council – City Clerk’s Office to automate the claims review process through the use of GovQA software.

Legal Services

The City Attorney’s Office provides counsel to Milwaukee Public Schools, the Housing Authority, the Redevelopment Authority, Milwaukee Water Works, the Employees’ Retirement System and various City departments as needed. The department drafts major contracts for various departments, and assisted with Health Department personnel investigations in 2018.

Property Assessment Litigation

The department works with the Assessor’s Office to uphold property assessments. These activities help to maintain the City’s property tax revenue and ensure that the property tax burden is fairly shared by property owners. Recent litigation successes have protected the City from \$7.1 million in financial exposure.

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