

Law Department

Budget & Finance Committee

March 26, 2025

Agenda

- Mission Statement and Services
- Budget and FTE History
- FY25 Performance Agreement
- FY25 Performance Measures
- Other Service Delivery Challenges
- Accomplishments

Mission Statement and Services

To represent, counsel, defend, and advocate on behalf of the City of Cincinnati.

- **Administrative and Zoning Hearings and Parking Violations**
- **Legislation**
- **Council, Council Committee, Board and Commission Staffing**
- **Collections**
- **Contracts where City is receiving goods or services**
- **Agreements where the City is providing funding of incentives to outside entities**
- **Manager's Office Administrative Support**
- **Trainings**
- **Ethics Advice and Support**
- **Public Records**
- **Prosecution**
- **Real Estate and Property Legal Services**
- **Litigation**
- **Collective Bargaining Agreement Negotiations**
- **HR Investigations**
- **Trainings**
- **Opinions and Advice**

Budget and FTE History

Law Department General Fund	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Personnel Compensation	4,870,100	5,922,350	6,332,325	7,401,230	8,705,690
Fringe Benefits	1,662,680	2,162,410	2,273,395	2,481,860	2,865,350
Non-Personnel Expenses	637,510	654,670	789,690	907,130	945,860
General Fund Total	7,170,290	8,739,430	9,395,410	10,790,220	12,516,900

Law Department Principal Restricted Funds	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Income Tax-Infrastructure Fund 302	188,320	112,830	154,180	125,020	106,990
Streetcar Operations Fund 455	120,700	121,000	124,450	135,460	135,380
Principal Restricted Funds Total	309,020	233,830	278,630	260,480	242,370

Law Department - FTEs by Agency	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Civil	44.20	47.70	51.70	52.70	53.70
Administrative Hearings & Prosecution	35.00	37.00	37.00	38.00	39.00
Real Estate	9.00	8.00	8.00	8.00	9.00
FTE Total	88.20	92.70	96.70	98.70	101.70

FY25 Performance Agreement

City Goal	Objective	Service Group	Service	Performance Goal
Excellent & Equitable Service Delivery	Customer Experience	Administrative Processes	Administrative and Zoning Hearings and Parking Violations Adjudication	Recoup 50% of eligible parking fines
			OAH PVB Hearing Officer	X% increase in revenue from parking citations
Fiscal Sustainability	Asset Management	Court System	Collections	Recoveries / outstanding receivables
			Law Prosecutor's Salaries	Annual prosecutor turnover does not exceed 2 positions fewer than the previous year
Fiscal Sustainability	Asset Management	Transactional Support	Contracts	80% of contracts completed by agreed upon deadline

FY25 Performance Measures

Administrative and Zoning Hearings and Parking Violations Adjudication

Q1: July-September

Q2: October-December

\$966,530.25
Fees and Fines
Collected

\$1,232,779
Fees and Fines
Collected



Recoup 50% of eligible parking fines

This is the first year collecting this data, so Law is working to establish a baseline. There have been some service delivery challenges due to turnover and approved leave.

OAH PVB Hearing Officer

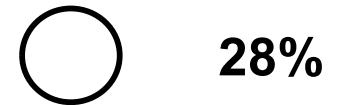
FY25 Budget Priority

Q1: July-September

Q2: October-December

2,507
PVB Hearings

3,353
PVB Hearings



X% increase in revenue from parking citations

This is the first year of tracking this data, so Law is working to establish a baseline for performance goals. Similarly, there were some turnover and approved leave that impacted service delivery.

FY25 Performance Measures

Collections

Q1: July-September

Q2: October-December

\$3,871,356

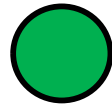
Outstanding
Receivables

\$1,625,778

Outstanding
Receivables



25.5%



28.2%

Recoveries / outstanding receivables exceeds the national recovery rate standard of 18%

Law consistently achieves an effectiveness metric above the national standard of 18% and does that while receiving compliments from the public.

Law Prosecutor's Salaries

Q1: July-September

Q2: October-December

0

Positions Turned Over

1

Positions Turned Over

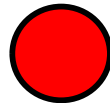
Annual prosecutor turnover does not exceed 2 positions fewer than the previous year

While the additional funds aided staff stability for half of the year, Q3 to date has had significant turnover. Prosecution has lost 8 prosecutors and paralegals, including 4 internal transfers.

FY25 Performance Measures

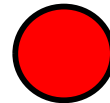
Transactional Support

Q1: July-September



50%

Q2: October-December



40%

80% of contracts completed by agreed upon deadline

It is important to note that the contracts being tracked are a smaller subset of the City's larger transactional legal work. This represents an area of persistent service delivery challenge. The causes of the challenge vary, but include some turnover and onboarding within Law, turnover and project management support needs within departments, the behavior of outside entities, and the nature of the year-end ARPA prioritization at the end of calendar year 2025.

Other Service Delivery Challenges

- **Challenge 1: Turnover.** From December 2024 through March 2025, Law lost 14 employees, which represents about 15% of the workforce. Of the employees who left, 2 retired, 9 left to work at the County Prosecutor's office, one became a judicial magistrate, and one left for specialized private practice with remote work.
- **Challenge 2: Number of prosecutors in the Prosecution Division and attorneys in the Contracts division.**
- **Challenge 3: Physical workspace and technology.**

Accomplishments

- **Continued impactful affirmative litigation from the Quality of Life Division with over 880 housing units impacted by new litigation and over 2,000 housing units impacted by ongoing litigation**
- **Provided thorough and extensive legal support for all aspects of the Convention Center District redevelopment**
- **Continue to foster an environment that seeks and supports career pathways-type initiatives such as DePaul Christo Rey high school interns, SWEL undergraduate interns, paid and unpaid law student interns and externs, the continuation of the legal fellow position and participation in Adopt A Class**

Questions?