



Department of Law Budget Presentation

Budget & Finance Committee

March 07, 2022

Law Department Purpose

The mission of the Law Department is to provide the highest quality legal services to all City of Cincinnati departments and officials in service of the citizens of Cincinnati, to do justice for the community, and to protect and defend the Charter and the Municipal Code.

We do this by prosecuting criminal misdemeanors and implementing innovative crime prevention measures; representing the City in all forms of civil litigation; providing legal advice for the City's administrative and legislative activities; conducting administrative hearings for a wide range of civil offenses; managing the City's real estate holdings; and drafting contracts for all of the City's operations and economic development activities.

Law Department Operations

Civil (Agency 111)

- General Counsel
 - Government
 - Complex Contracts
- Litigation
- Labor and Employment
 - Employee/Union Grievances
 - Collective Bargaining Negotiations
- Economic and Community Development
- Quality of Life
 - Code Enforcement & Affirmative Lit.
 - Chronic Nuisance
 - Collections
- Land Use and Planning

Prosecution, OAH, and Admin Boards (Agency 112)

- Criminal Prosecution
- Domestic Violence Prosecutor
- Victim Advocate
- Public Vehicle License Denial Appeals
- Training and Legal Counsel for Police Dept
- Office of Administrative Hearings & Parking Violations Bureau
- Ethics & Good Government Office
- Administrative Boards

Real Estate/Property Management (Agency 113)

Utilities Attorneys (funded via Enterprise Funds at GCWW and MSD)

Law Department

FY 2022 Key Performance Indicators

Estimated Number of Requests for FY 2022 Legal Services (RLSs): 1,480

- Ordinances/Resolutions **(402)**
- Legal opinions **(151)**
- Contracts (review/drafting) **(440)**
- Public Records Requests **(487)**

Number of active City litigation cases to date (includes affirmative litigation and arbitration matters): 197

Number of estimated FY 2022 Municipal prosecution cases: 21,991

Law Department Budget History

General Fund Operating Budget FY 2018 – FY 2022

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Personnel Compensation	\$4,863,190	\$5,115,120	\$4,976,990	\$4,870,100	\$ 5,922,350
Fringe Benefits	\$1,522,778	\$1,763,520	\$1,684,510	\$1,662,680	\$ 2,162,410
Non-Personnel Expenses	\$ 750,457	\$ 640,070	\$ 708,160	\$ 637,510	\$ 654,670
Total	\$7,136,425	\$7,518,710	\$7,369,660	\$7,170,290	\$ 8,739,430

Law Department Budget History

Restricted Funds* Operating Budget FY 2018 – FY 2022

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Personnel Compensation	\$ 717,395	\$ 758,660	\$ 898,460	\$1,085,790	\$ 906,270
Fringe Benefits	\$ 139,874	\$ 205,400	\$ 257,040	\$ 340,550	\$ 269,410
Non-Personnel Expenses	\$ 213,190	\$ 217,440	\$ 221,900	\$ 293,700	\$ 296,580
Total	\$1,070,459	\$1,181,500	\$1,377,400	\$1,720,040	\$ 1,472,260

Includes Property Management Fund 209, Income Tax-Infrastructure Fund 302, Streetcar Operations Fund 455, and Income Tax-Transit Fund 759 (FY 2018 to FY 2021).

Law Department Revenue Generation

Estimated FY 2022 Collections Revenue

- Total collections: \$3,419,800
 - Collected by City attorneys (82%)
 - Includes \$1,010,000 collected by Quality of Life (QoL) via affirmative litigation awards
 - Collected by outside counsel (18%)

FY 2021 Collections Revenue

- Total collections: \$3,680,030
 - Collected by City attorneys (78%)
 - Collected by outside counsel (22%)

Law Department Revenue Generation (cont.)

Estimated FY 2022 Parking Ticket Revenue

- Total collections: \$3,116,803

FY 2021 Parking Ticket Revenue

- Total: \$2,629,809

Estimated FY 2022 OAH Civil Fine Revenue

- Total: \$502,420

FY 2021 OAH Civil Fine Revenue

- Total: \$377,498

Law Department Budget History

Significant organizational changes/transfers impacting the Law Department budget between FY 2018 and present:

- In FY 2019, Law moved its labor contract negotiations in house, adding one FTE attorney but providing significant overall City savings. (1.0 FTE)
- In FY 2020, Council authorized relocation of the Parking Violations Bureau (PVB) from the County to the City's Law Department, payable from parking revenues. (4.0 FTEs)
- In FY 2020, Council added a streetcar attorney advising on day-to-day in-house streetcar operations. (Fund 455 – 1 FTE)

Law Department Budget History (cont)

- In FY 2021, Council added the Office of Ethics and Good Government (3.0 FTEs)
- In FY 2021, Council added an FTE to dedicate an assistant city solicitor to work full-time onsite at the U.S. Attorney's Office to combat gun violence in Cincinnati. (1.0 FTE)
- In FY 2021, Council added a dedicated Domestic Violence prosecutor in Municipal Court (1.0 FTE, 3-years of YMCA/WHW grant funding)
- In FY 2021, Council added an expungement attorney (coordinates City efforts to identify persons eligible for expungement and implement methods to expunge misdemeanor drug offenses for eligible individuals in Cincinnati) (1.0 FTE)
- Other major shift since 2015: Quality of Life (QoL) attorneys/affirmative litigation and code enforcement programs (support City's inspection efforts to improve neighborhood safety and livability) (approx. 5.0 FTEs)

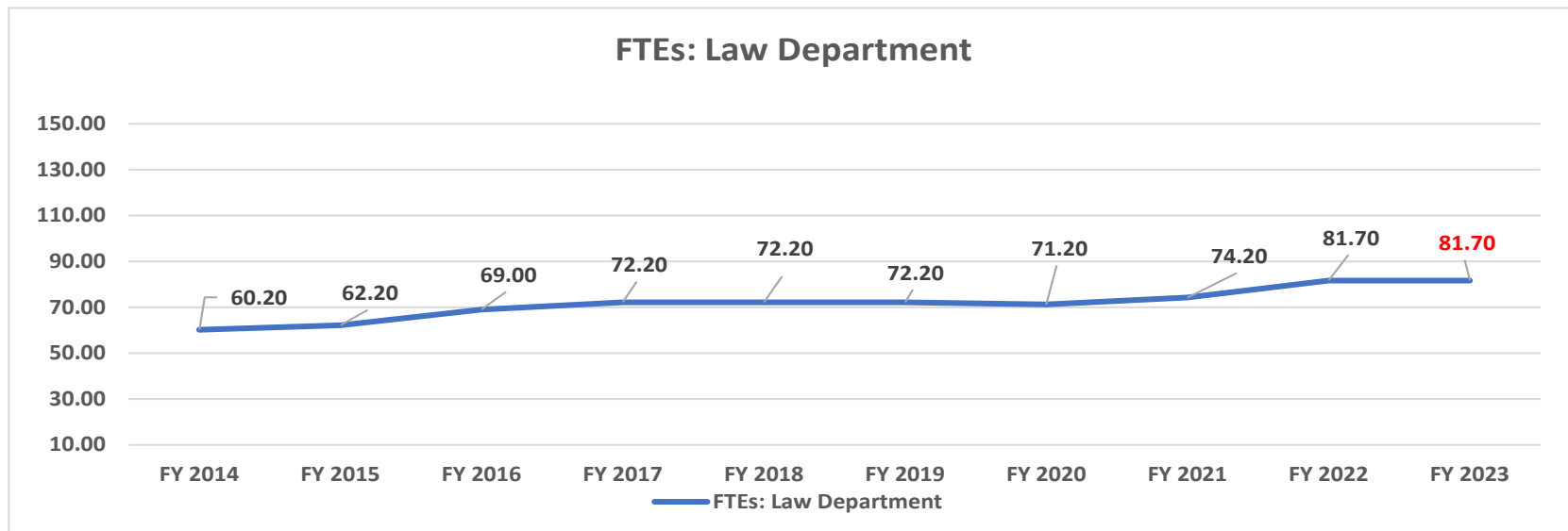
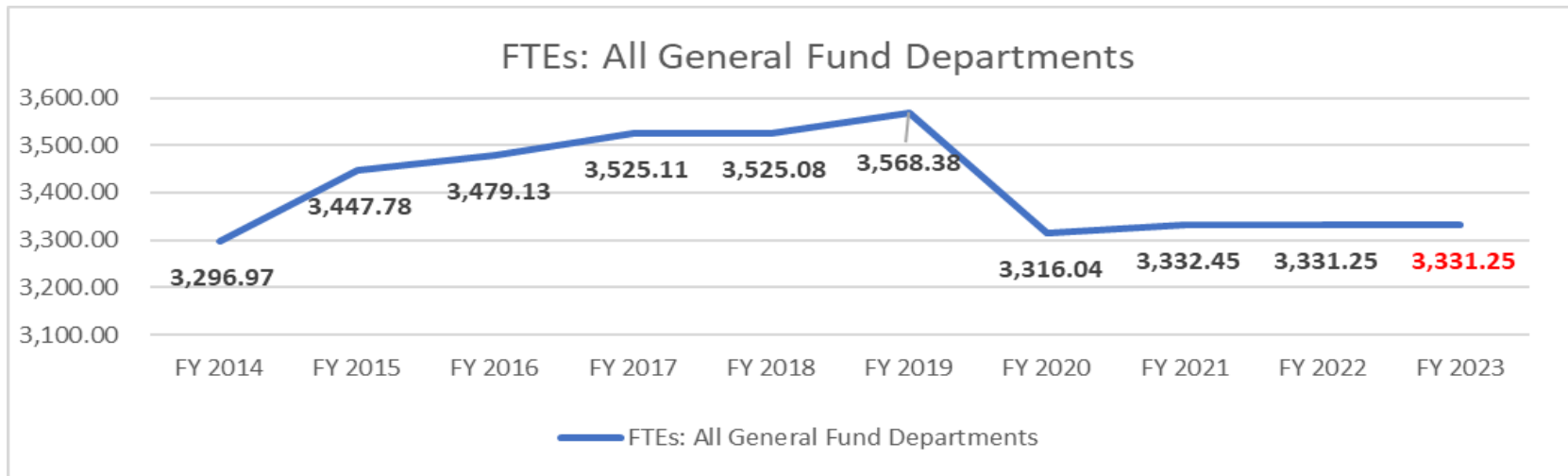
Law Department FTE History

All Funds Operating Budget
FY 2018 – FY 2022

FTEs	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
General Fund	72.20	72.20	71.20	74.20	81.70
Restricted Funds	9.00	10.00	11.00	14.00	11.00
Total	81.20	82.20	82.20	88.20	92.70

Restricted Funds include Property Management Fund 209, Income Tax-Infrastructure Fund 302, Streetcar Operations Fund 455, and Income Tax-Transit Fund 759 (FY 2018 to FY 2021).

General Fund and Law Department FTE History: FY 2014 – FY 2023



Law Department

Significant Budget Issues – Operating

- **Staffing needs** to address **consistently expanding duties and responsibilities** (attorneys and support staff)
- **Retention** of legal staff and provision of appropriate training opportunities (**competition for experienced attorneys with private firms and other public entities**)
- **Identifying sufficient funds for Continuing Legal Education (CLE)** and other professional development opportunities for attorneys

Law Department

Significant Budget Issues – Capital

- Software/technology upgrades, particularly related to replacement of obsolete ACCESS databases in critical areas
- Procuring Real Estate management system per recommendations of City's Internal Audit Division
- Enhancing RLS tracking and client interface to provide improved City-wide coordination and KPI data (including for opinions, legislation, contracts, and advice generally)

Law Department's Diversity and Inclusion Efforts

- Sending letter from Solicitor to all outside counsel, asking that firms' invoices for legal services include billing percentages accrued by minority, female, and LGBTQIA+ counsel
- Participation in Greater Cincinnati Minority Counsel Program (GCMCP) to enhance D&I efforts and outcomes in the Cincinnati legal profession
- Invest in minority clerkship and fellowship opportunities
- Law Department staff
 - All staff: Male (33%) Female (67%)
 - All attorneys: Male (42%) Female (58%)
 - Law supervisors: Male (40%) Female (60%)

QUESTIONS?