

City Attorney



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Office Description

The Office of the City Attorney advises the Mayor, City Council, and all City departments; prosecutes or defends lawsuits or cases to which the City may be a party; and prosecutes violations of State and local laws occurring within the City's jurisdiction on behalf of the People of the State of California.

The Office is divided into five divisions. Each division is subdivided into units and sections which specialize in areas of practice:

The Civil Advisory Division provides advice to the City Council, Mayor, and all City departments.

The Civil Litigation Division defends or prosecutes civil lawsuits in which the City is a party.

The Special Projects and Operations Division provides advice to the City on issues of unique complexity or urgency; oversees recruitment, training, professional development programs, and diversity efforts; creates office policies and procedures; and oversees the legal intern and volunteer program.

The Criminal Division prosecutes criminal misdemeanors and infractions committed within City limits.

The Community Justice Division prosecutes cases that the community and City have identified as important to quality of life. The Division also manages the Community Justice Initiative and collaborative courts program.

The Office's mission is:

The City Attorney's Office protects the City of San Diego through its dedication to justice and the welfare of our people. We advise the City on the law, the responsible management of public funds, and the fairness and efficiency of neighborhood services. We enforce and prosecute laws that protect our natural resources, ensure fair wages, strengthen community character, and halt unscrupulous business practices. We protect the taxpayer by defending the City from lawsuits, and we prosecute crimes that harm our quality of life and endanger our citizens, especially the most vulnerable. We live up to the highest standards of ethics, performance, and service.

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The Office's vision is:

To make a difference in people's lives by providing exceptional legal services characterized by quality and excellence.

Goals and Objectives

Goal 1: Protect our most vulnerable citizens by increasing the reach and effectiveness of programs under the Domestic Violence and Sex Crimes Unit, particularly as they relate to domestic violence, elder abuse, and gun violence.

- Work with and represent the San Diego Police Department (SDPD) petitioning the Superior Court of San Diego for Temporary and Permanent Gun Violence Restraining Orders (GVROs).
- Assume responsibility for the San Diego Family Justice Center and expand its scope and reach to transform it into a regional asset with support from government and non-government partners.
- Increase the effectiveness of law enforcement's response to situations involving elder abuse and elder crime involving persons suffering from Alzheimer's Disease and dementia-related conditions through expanded training protocols, policies, and community outreach, and by coordinating a Rapid Response Team to address non-law enforcement problems that arise when law enforcement responds to a scene involving elders.

Goal 2: Reorganize and expand the Community Justice Division to reflect new proprieties of the Mayor, City Council and San Diego Police Department with respect to code enforcement, homelessness, and the creation of innovative restorative justice programs.

- Expand the S.M.A.R.T. (San Diego Misdemeanants At-Risk Track) Program to serve approximately 70 people under one roof, providing them with a one-stop shop for social services, case management, medical care and housing navigation.
- Offer Instant Justice opportunities to homeless offenders.
- Regulate the enforcement of short-term rentals, consistent with City Council action.
- Increase focus on substandard housing and nuisance properties (including locations of human trafficking activity).
- Provide SDPD with additional resources to assist it in creating and running a specialized division to handle quality of life issues in neighborhoods, with an emphasis on new restorative justice programs and opportunities.

Goal 3: Protect the City by expanding the Civil Litigation Division so that it can build on its success in 2017, when it saved taxpayers millions of dollars defending increasingly complex lawsuits, went to trial five times more often than in previous years and handled all defense work in-house without reliance on outside counsel.

- Address workload increases with additional Deputy City Attorneys and an investigator to defend the City against civil lawsuits.

Goal 4: Expand the Civil Advisory Division to reflect growth and changes in the Mayor's priorities and departmental workloads.

- Provide City departments with additional advisory attorney support in Police Legal and in the Environment and Land Use Section to deal with issues related to the environment, energy, and the Climate Action Plan.

Goal 5: Expand the Consumer and Environmental Unit to protect consumers from unlawful disposal of personal and confidential information and increased risk of identity theft.

- Investigate complaints, conduct waste audits, and better protect citizens from fraudulent activities.

Department Summary

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
FTE Positions (Budgeted)	361.10	358.73	375.73	17.00
Personnel Expenditures	\$ 46,183,771	\$ 50,164,192	\$ 55,070,254	\$ 4,906,062
Non-Personnel Expenditures	3,430,468	4,114,717	3,604,510	(510,207)
Total Department Expenditures	\$ 49,614,239	\$ 54,278,909	\$ 58,674,764	\$ 4,395,855
Total Department Revenue	\$ 3,103,919	\$ 3,910,296	\$ 4,215,963	\$ 305,667

General Fund

Department Expenditures

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Administration	\$ 5,866,714	\$ 7,293,026	\$ 6,476,970	\$ (816,056)
Civil Advisory	14,291,421	15,294,601	17,191,562	1,896,961
Civil Litigation	11,320,464	11,602,059	13,140,157	1,538,098
Community Justice	5,687,606	5,813,314	6,345,727	532,413
Criminal Litigation	12,448,035	14,275,909	14,449,312	173,403
Family Justice Center	-	-	1,071,036	1,071,036
Total	\$ 49,614,239	\$ 54,278,909	\$ 58,674,764	\$ 4,395,855

Department Personnel

	FY2017 Budget	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Administration	29.35	31.00	31.00	0.00
Civil Advisory	85.05	83.36	86.71	3.35
Civil Litigation	75.00	74.27	80.35	6.08
Community Justice	42.15	43.55	41.69	(1.86)
Criminal Litigation	129.55	126.55	126.98	0.43
Family Justice Center	0.00	0.00	9.00	9.00
Total	361.10	358.73	375.73	17.00

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Significant Budget Adjustments

	FTE	Expenditures	Revenue
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	\$ 2,808,488	\$ -
Family Justice Center Support Addition of 5.00 FTE positions and associated non-personnel expenditures to support the Family Justice Center.	5.00	576,805	-
Transfer of Family Justice Center Transfer of the Family Justice Center from the Police Department to the Office of the City Attorney.	4.00	494,231	-
Civil Litigation Division Addition of 3.00 FTE positions and associated non-personnel expenditures to support the Civil Litigation Division.	3.00	453,777	-
Civil Advisory Division Addition of 1.00 Deputy City Attorney and associated non-personnel expenditures in the Civil Advisory Division to support the Environment and Land Use Section.	1.00	217,942	-
Public Services and Public Safety Section Addition of 1.00 Deputy City Attorney and associated non-personnel expenditures to support the Public Services & Public Safety Section.	1.00	183,306	-
Domestic Violence and Sex Crimes Unit Addition of 1.00 Deputy City Attorney and associated non-personnel expenditures to support the Domestic Violence and Sex Crimes Unit.	1.00	148,503	-
Tuition Reimbursement Addition of tuition reimbursement per Memorandum of Understanding (MOU) between the City of San Diego and Deputy City Attorneys Association of San Diego (DCAA).	0.00	130,000	-
Community Outreach Addition of 1.00 Assistant for Community Outreach and associated non-personnel expenditures to support community outreach and external communications.	1.00	123,166	-
Criminal Division Addition of 1.00 Senior Clerk Typist in the Criminal Division.	1.00	61,381	-
Non-Standard Hour Personnel Funding Funding allocated according to a zero-based annual review of hourly funding requirements.	0.00	51,276	-
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	(87,838)	-
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00	(189,055)	-
One-Time Reductions and Annualizations Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2018.	0.00	(576,127)	249,667

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Significant Budget Adjustments

	FTE	Expenditures	Revenue
Otay Mesa Enhanced Infrastructure Financing District	0.00	-	56,000
Addition of one-time revenue for reimbursable expenditures related to the Otay Mesa Enhanced Infrastructure Financing District (EIFD) formation.			
Total	17.00 \$	4,395,855 \$	305,667

Expenditures by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
PERSONNEL				
Personnel Cost	\$ 28,161,773	\$ 28,356,542	\$ 32,172,500	3,815,958
Fringe Benefits	18,021,998	21,807,650	22,897,754	1,090,104
PERSONNEL SUBTOTAL	46,183,771	50,164,192	55,070,254	4,906,062
NON-PERSONNEL				
Supplies	\$ 346,406	\$ 318,536	\$ 365,639	47,103
Contracts	1,733,575	2,033,838	1,562,342	(471,496)
Information Technology	1,216,832	1,618,325	1,429,270	(189,055)
Energy and Utilities	38,743	29,694	32,535	2,841
Other	94,059	104,024	204,424	100,400
Capital Expenditures	853	10,300	10,300	-
NON-PERSONNEL SUBTOTAL	3,430,468	4,114,717	3,604,510	(510,207)
Total	\$ 49,614,239	\$ 54,278,909	\$ 58,674,764	4,395,855

Revenues by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Charges for Services	\$ 2,749,764	\$ 3,448,162	\$ 3,628,086	179,924
Fines Forfeitures and Penalties	155,865	300,000	300,000	-
Licenses and Permits	3,915	3,500	3,500	-
Other Revenue	6,748	-	-	-
Rev from Other Agencies	187,627	158,634	284,377	125,743
Total	\$ 3,103,919	\$ 3,910,296	\$ 4,215,963	305,667

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Personnel Expenditures

Job Number	Job Title / Wages	FY2017 Budget	FY2018 Budget	FY2019 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20000011	Account Clerk	1.00	1.00	1.00	\$ 32,530 - 39,170	\$ 37,021
20000012	Administrative Aide 1	2.00	2.00	2.00	38,181 - 46,002	90,394
20001076	Assistant City Attorney	5.00	4.00	4.00	75,417 - 301,218	731,364
21000179	Assistant Dispute Resolution Officer	1.00	0.00	0.00	45,938 - 55,843	-
20001154	Assistant for Community Outreach	0.00	0.00	1.00	19,961 - 156,851	90,000
20000041	Assistant Management Analyst	0.00	1.00	1.00	45,938 - 55,843	55,843
20000050	Assistant Management Analyst	0.00	0.00	3.00	45,938 - 55,843	154,348
20000119	Associate Management Analyst	2.00	3.00	3.00	55,843 - 67,489	182,737
20000171	Auto Messenger 1	2.00	2.00	2.00	27,073 - 32,530	65,060
20001070	City Attorney	1.00	1.00	1.00	193,648 - 193,648	193,648
20000610	City Attorney Investigator	23.00	23.00	24.00	60,140 - 72,753	1,704,565
90000610	City Attorney Investigator - Hourly	1.40	0.97	0.90	60,140 - 72,753	54,127
20000539	Clerical Assistant 2	20.00	19.00	19.00	30,919 - 37,257	691,869
20001159	Confidential Secretary to the City Attorney	1.00	1.00	1.00	17,383 - 109,001	82,640
20000351	Court Support Clerk 1	18.00	16.00	16.00	32,530 - 39,170	601,569
20000353	Court Support Clerk 2	18.00	19.00	20.00	34,056 - 41,125	803,429
20001117	Deputy City Attorney	149.00	150.00	154.00	18,456 - 211,680	18,664,720
90001117	Deputy City Attorney - Hourly	1.40	1.06	0.98	18,456 - 211,680	168,745
20001258	Deputy City Attorney - Unrepresented	5.00	5.00	6.00	18,456 - 211,680	843,710
20001168	Deputy Director	1.00	1.00	1.00	48,516 - 178,445	144,625
20000392	Dispute Resolution Officer	1.00	0.00	0.00	55,843 - 67,489	-
20001220	Executive Director	0.00	0.00	1.00	48,516 - 178,445	115,845
20000924	Executive Secretary	0.00	0.00	1.00	44,993 - 54,404	54,404
20000290	Information Systems Analyst 2	1.00	2.00	2.00	55,843 - 67,489	134,978
20000293	Information Systems Analyst 3	1.00	1.00	1.00	61,322 - 74,128	74,128
20000377	Information Systems Technician	2.00	1.00	1.00	43,983 - 53,028	53,028
90001128	Legal Intern - Hourly	1.00	1.00	1.50	40,287 - 48,989	60,431
20000587	Legal Secretary 2	35.25	35.00	36.00	47,242 - 57,124	1,937,929

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Personnel Expenditures

Job Number	Job Title / Wages	FY2017 Budget	FY2018 Budget	FY2019 Adopted	Salary Range	Total
90000587	Legal Secretary 2 - Hourly	0.35	0.35	0.35	47,242 - 57,124	16,535
20000911	Librarian 3	1.00	1.00	1.00	57,089 - 69,315	68,275
20000614	Paralegal	21.00	21.00	21.00	54,103 - 65,276	1,315,148
20000680	Payroll Specialist 2	2.00	2.00	2.00	36,647 - 44,245	80,124
20001141	Principal Assistant to the City Attorney	1.00	1.00	1.00	27,266 - 165,725	165,724
20000747	Principal City Attorney Investigator	1.00	1.00	1.00	72,538 - 87,858	86,540
20000741	Principal Clerk	1.00	1.00	1.00	44,993 - 54,404	54,404
20000380	Principal Legal Secretary	1.00	1.00	1.00	54,665 - 65,877	63,571
20000063	Principal Paralegal	1.00	1.00	1.00	65,684 - 79,027	79,027
20001234	Program Coordinator	0.00	0.00	1.00	23,764 - 142,455	97,475
20001222	Program Manager	2.00	3.00	3.00	48,516 - 178,445	323,369
20000933	Senior City Attorney Investigator	5.00	5.00	5.00	65,899 - 79,865	396,929
20000935	Senior City Attorney Investigator	1.00	1.00	1.00	65,899 - 79,865	79,865
90000933	Senior City Attorney Investigator - Hourly	0.35	0.35	0.00	65,899 - 79,865	-
20000927	Senior Clerk/Typist	8.00	8.00	9.00	37,257 - 44,950	378,259
20001144	Senior Legal Intern	1.00	1.00	1.00	49,032 - 59,560	59,560
20000843	Senior Legal Secretary	6.00	6.00	6.00	52,070 - 62,741	367,310
20000015	Senior Management Analyst	1.00	1.00	2.00	61,322 - 74,128	132,855
20000845	Senior Paralegal	5.00	5.00	5.00	59,560 - 71,700	352,404
90001146	Student Intern - Hourly	0.35	0.00	0.00	19,230 - 24,709	-
20000970	Supervising Management Analyst	1.00	1.00	1.00	68,971 - 83,561	83,561
20001057	Victim Services Coordinator	4.00	4.00	5.00	38,181 - 46,002	220,114
20000756	Word Processing Operator	4.00	4.00	3.00	32,530 - 39,170	103,642
	Bilingual - Regular					29,120
	Budgeted Vacancy Savings					(603,241)
	Master Library Degree					3,466
	Overtime Budgeted					10,512
	Sick Leave - Hourly					1,499
	Special Pay Adjustment					378,667
	Termination Pay Annual Leave					36,629

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Personnel Expenditures

Job Number	Job Title / Wages	FY2017 Budget	FY2018 Budget	FY2019 Adopted	Salary Range	Total
FTE, Salaries, and Wages Subtotal		361.10	358.73	375.73		\$ 32,172,500
		FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change	
Fringe Benefits						
Employee Offset Savings		\$ 342,929	\$ 350,178	\$ 350,006		(172)
Flexible Benefits		3,773,793	4,378,101	4,663,088		284,987
Long-Term Disability		74,526	-	-		-
Medicare		417,636	403,274	460,441		57,167
Other		28	-	-		-
Other Post-Employment Benefits		2,035,633	2,082,346	2,229,136		146,790
Retiree Medical Trust		24,635	25,127	34,838		9,711
Retirement 401 Plan		31,748	32,355	35,353		2,998
Retirement ADC		8,935,258	11,969,167	11,988,328		19,161
Retirement DROP		74,390	77,791	65,790		(12,001)
Risk Management Administration		354,704	350,818	383,293		32,475
Supplemental Pension Savings Plan		1,573,925	1,648,270	1,985,534		337,264
Unemployment Insurance		51,027	50,537	53,281		2,744
Workers' Compensation		331,766	439,686	648,666		208,980
Fringe Benefits Subtotal		\$ 18,021,998	\$ 21,807,650	\$ 22,897,754		\$ 1,090,104
Total Personnel Expenditures				\$	55,070,254	