

City Attorney



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Office Description

The Office of the City Attorney advises the Mayor, City Council, and all City departments, and prosecutes or defends lawsuits or cases to which the City may be a party. The City Attorney's Office also prosecutes persons charged with violations of State and local laws occurring within the City's jurisdiction for misdemeanor offenses.

City Attorney Jan Goldsmith, an attorney since 1976, and former San Diego Superior Court Judge, retired in December 2008 to assume the office of San Diego City Attorney. Mr. Goldsmith spent his first six years on the bench handling criminal and civil trials. During his final years as a superior court judge, he was assigned to an independent civil calendar.

The San Diego City Attorney's Office is divided into four divisions. Each division is subdivided into units and sections which allows the attorneys to specialize in areas of practice:

- The Civil Advisory Division provides advice to the City and each of its departments, including the City Council and Mayor.
- The Civil Litigation Division prosecutes or defend, as the case may be, civil lawsuits in which the City is a party.
- The Criminal Division prosecutes criminal misdemeanors and infractions committed within the City limits.
- The Community Justice Division delivers community-based legal work such as consumer protection enforcement and code enforcement units.

The Office's mission is:

Integrity matters! We can best help our city by maintaining our integrity and providing timely, accurate, and high quality legal representation to the City of San Diego. We will be firm, independent, and professional, stopping illegalities while suggesting solutions. We will never forget that we are accountable to the people of San Diego and that we represent the City of San Diego

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The Office's vision is:

To provide exceptional legal services characterized by quality and excellence

Goals and Objectives

Goal 1: Expand the San Diego Community Court program so that more low-level and first-time offenders can choose paths that lead them away from further criminal activity

- Modify screening of program participants to assess individual needs that may put them at risk of committing additional crimes
- Secure a dedicated Program Manager to provide participants with direction in accessing resources and service providers and enrolling in treatment programs
- Broaden eligibility to include people who are arrested on misdemeanor drug charges and illegal lodging

Goal 2: Reduce incidence of fraud by educating the public to recognize and protect consumers before they become victims

- Provide outreach
- Present at consumer events
- Publish monthly newsletters

Goal 3: Prosecute a variety of code enforcement and public nuisance cases

- Work with community members, police officers, and code inspectors
- Continue to abate narcotic trafficking and its use at abandoned properties
- Achieve long-term solutions to problem properties jeopardizing safety of neighborhoods

Goal 4: Assist in establishing City's Accessibility Advisory Board and Provision of ADA-related Services

- Advise the Mayor and Council on policies and issues relating to accessibility
- Ensure compliance with federal, State, and local access codes and regulations
- Improve communications between the disabled community and City government
- Assist in resolving accessibility issues, including parking ordinances, accessible parking spaces, and other accommodations

Goal 5: Assist with updating Police Department policies and procedures

- Incorporate facial and license plate recognition
- Incorporate transgender employees
- Incorporate outside employment and provisional retiree employment

Department Summary

	FY2015 Actual	FY2016 Budget	FY2017 Proposed	FY2016-2017 Change
FTE Positions (Budgeted)	347.85	355.58	361.10	5.52
Personnel Expenditures	\$ 42,471,580	\$ 43,438,874	\$ 45,916,732	\$ 2,477,858
Non-Personnel Expenditures	3,102,627	3,270,814	3,399,645	128,831
Total Department Expenditures	\$ 45,574,207	\$ 46,709,688	\$ 49,316,377	\$ 2,606,689
Total Department Revenue	\$ 4,296,206	\$ 4,056,165	\$ 4,159,963	\$ 103,798

General Fund

Department Expenditures

	FY2015 Actual	FY2016 Budget	FY2017 Proposed	FY2016-2017 Change
Administration	\$ 5,190,163	\$ 5,329,585	\$ 5,824,089	\$ 494,504
Civil Advisory	13,289,159	13,392,495	14,287,203	894,708
Civil Litigation	11,411,421	11,180,827	11,306,046	125,219
Community Justice	4,288,668	4,533,235	5,378,116	844,881
Criminal Litigation	11,394,796	12,273,546	12,520,923	247,377
Total	\$ 45,574,207	\$ 46,709,688	\$ 49,316,377	\$ 2,606,689

Department Personnel

	FY2015 Budget	FY2016 Budget	FY2017 Proposed	FY2016-2017 Change
Administration	26.00	27.36	29.35	1.99
Civil Advisory	78.53	82.29	85.05	2.76
Civil Litigation	81.00	76.34	75.00	(1.34)
Community Justice	35.86	38.76	42.15	3.39
Criminal Litigation	126.46	130.83	129.55	(1.28)
Total	347.85	355.58	361.10	5.52

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Salary and Benefit Adjustments Adjustments to reflect the annualization of the Fiscal Year 2016 negotiated salary compensation schedule, changes to savings resulting from positions to be vacant for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiation adjustments.	0.00	\$ 1,833,973	\$ -
Neighborhood Prosecution Unit Addition of 2.00 Deputy City Attorneys and associated non-personnel expenditures to assist in efforts to address homelessness.	2.00	273,003	-
Capital Improvement Program Addition of 1.00 Deputy City Attorney and associated non-personnel expenditures to provide legal services in support of the Capital Improvements Program.	1.00	140,502	-
Real Estate Assets Department Addition of 1.00 Deputy City Attorney and associated non-personnel expenditures to provide legal services to the Real Estate Assets Department.	1.00	136,502	-

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Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
Equipment/Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00	93,875	-
Community Justice Division Addition of 1.00 Paralegal and associated non-personnel expenditures and revenue for the Community Justice Division.	1.00	77,813	103,798
Addition of Deputy City Attorney Addition of 0.25 Deputy City Attorney to maintain current service levels.	0.25	35,469	-
Employee Rewards and Recognition Program Addition of non-personnel expenditures to comply with the Employee Rewards and Recognition Program per Administrative Regulation 95.91.	0.00	11,694	-
Non-Standard Hour Personnel Funding Adjustment to expenditures according to a zero-based annual review of non-standard hour personnel funding requirements.	0.27	2,596	-
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	1,262	-
Total	5.52	\$ 2,606,689	\$ 103,798

Expenditures by Category

	FY2015 Actual	FY2016 Budget	FY2017 Proposed	FY2016-2017 Change
PERSONNEL				
Personnel Cost	\$ 25,643,345	\$ 26,490,866	\$ 27,683,484	\$ 1,192,618
Fringe Benefits	16,828,234	16,948,008	18,233,248	1,285,240
PERSONNEL SUBTOTAL	42,471,580	43,438,874	45,916,732	2,477,858
NON-PERSONNEL				
Supplies	\$ 332,019	\$ 328,793	\$ 350,850	\$ 22,057
Contracts	1,361,680	1,492,646	1,523,601	30,955
Information Technology	1,214,731	1,306,947	1,400,822	93,875
Energy and Utilities	48,104	58,004	39,948	(18,056)
Other	112,793	84,424	84,424	-
Capital Expenditures	33,299	-	-	-
NON-PERSONNEL SUBTOTAL	3,102,627	3,270,814	3,399,645	128,831
Total	\$ 45,574,207	\$ 46,709,688	\$ 49,316,377	\$ 2,606,689

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Revenues by Category

	FY2015 Actual	FY2016 Budget	FY2017 Proposed	FY2016-2017 Change
Charges for Services	\$ 3,173,672	\$ 3,218,288	\$ 3,218,288	\$ -
Fines Forfeitures and Penalties	619,850	250,000	353,798	103,798
Licenses and Permits	3,279	3,500	3,500	-
Other Revenue	4,834	-	-	-
Rev from Other Agencies	494,571	584,377	584,377	-
Total	\$ 4,296,206	\$ 4,056,165	\$ 4,159,963	\$ 103,798

Personnel Expenditures

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Proposed	Salary Range	Total
FTE, Salaries, and Wages						
20000011	Account Clerk	1.00	1.00	1.00	\$31,491 - \$37,918	\$ 37,918
20000012	Administrative Aide 1	2.00	2.00	2.00	36,962 - 44,533	89,066
20001076	Assistant City Attorney	6.00	5.00	5.00	73,008 - 291,595	906,274
21000179	Assistant Dispute Resolution Officer	1.00	1.00	1.00	44,470 - 54,059	44,470
20000119	Associate Management Analyst	2.00	2.00	2.00	54,059 - 65,333	105,393
20000171	Auto Messenger 1	2.00	2.00	2.00	26,208 - 31,491	61,265
20001070	City Attorney	1.00	1.00	1.00	193,648 - 193,648	193,648
20000610	City Attorney Investigator	21.00	23.00	23.00	58,219 - 70,429	1,564,234
90000610	City Attorney Investigator - Hourly	1.35	1.25	1.40	58,219 - 70,429	81,508
20000539	Clerical Assistant 2	22.00	21.00	20.00	29,931 - 36,067	693,618
20001159	Confidential Secretary to the City Attorney	1.00	1.00	1.00	16,827 - 105,518	98,010
20000351	Court Support Clerk 1	20.00	17.00	18.00	31,491 - 37,918	659,679
20000353	Court Support Clerk 2	14.00	18.00	18.00	32,968 - 39,811	697,197
90000353	Court Support Clerk 2 - Hourly	0.10	0.09	0.00	32,968 - 39,811	-
20001117	Deputy City Attorney	136.75	144.75	149.00	17,805 - 204,214	16,000,589
90001117	Deputy City Attorney - Hourly	1.84	1.68	1.40	17,805 - 204,214	155,412
20001258	Deputy City Attorney - Unrepresented	5.00	5.00	5.00	17,805 - 204,214	656,375
20001168	Deputy Director	1.00	1.00	1.00	46,966 - 172,744	130,000
20000392	Dispute Resolution Officer	1.00	1.00	1.00	54,059 - 65,333	65,333
20000290	Information Systems Analyst 2	1.00	1.00	1.00	54,059 - 65,333	65,333
20000293	Information Systems Analyst 3	1.00	1.00	1.00	59,363 - 71,760	71,760
20000377	Information Systems Technician	2.00	2.00	2.00	42,578 - 51,334	102,668
90001128	Legal Intern - Hourly	1.00	1.00	1.00	39,000 - 47,424	39,000
90000587	Legal Secretary 2 - Hourly	0.10	0.10	0.35	43,555 - 52,666	15,244
20000587	Legal Secretary 2	35.25	35.25	35.25	43,555 - 52,666	1,802,588
20000911	Librarian 3	1.00	1.00	1.00	55,266 - 67,101	66,094
20000614	Paralegal	20.00	20.00	21.00	52,374 - 63,190	1,260,896
20000680	Payroll Specialist 2	2.00	2.00	2.00	34,611 - 41,787	82,947
20001141	Principal Assistant to the City Attorney	1.00	1.00	1.00	26,395 - 160,430	160,014

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Personnel Expenditures (Cont'd)

Job Number	Job Title / Wages	FY2015 Budget	FY2016 Budget	FY2017 Proposed	Salary Range	Total
20000747	Principal City Attorney Investigator	1.00	1.00	1.00	70,221 - 85,051	85,051
20000741	Principal Clerk	1.00	1.00	1.00	43,555 - 52,666	51,198
20000380	Principal Legal Secretary	1.00	1.00	1.00	50,398 - 60,736	58,610
20000063	Principal Paralegal	1.00	1.00	1.00	63,586 - 76,502	76,502
20001222	Program Manager	2.00	2.00	2.00	46,966 - 172,744	196,020
20000783	Public Information Clerk	1.00	0.00	0.00	31,491 - 37,918	-
90000933	Senior City Attorney Investigator - Hourly	0.10	0.10	0.35	63,794 - 77,314	22,328
20000935	Senior City Attorney Investigator	1.00	1.00	1.00	63,794 - 77,314	77,314
20000933	Senior City Attorney Investigator	5.00	5.00	5.00	63,794 - 77,314	369,184
20000927	Senior Clerk/Typist	8.00	8.00	8.00	36,067 - 43,514	337,777
20001144	Senior Legal Intern	1.00	1.00	1.00	47,466 - 57,658	57,658
20000843	Senior Legal Secretary	6.00	6.00	6.00	48,006 - 57,845	340,127
20000015	Senior Management Analyst	1.00	1.00	1.00	59,363 - 71,760	69,248
20000845	Senior Paralegal	5.00	5.00	5.00	57,658 - 69,410	340,110
90001146	Student Intern - Hourly	0.36	0.36	0.35	18,616 - 22,318	6,516
20000970	Supervising Management Analyst	1.00	1.00	1.00	66,768 - 80,891	80,891
20001057	Victim Services Coordinator	4.00	4.00	4.00	36,962 - 44,533	169,002
20000756	Word Processing Operator	4.00	4.00	4.00	31,491 - 37,918	138,818
	Bilingual - Regular					27,664
	Budgeted Vacancy Savings					(775,166)
	Master Library Degree					3,355
	Overtime Budgeted					10,512
	Sick Leave - Hourly					12,112
	Termination Pay Annual Leave					22,120
FTE, Salaries, and Wages Subtotal		347.85	355.58	361.10		\$ 27,683,484
		FY2015 Actual	FY2016 Budget	FY2017 Proposed		FY2016-2017 Change
Fringe Benefits						
	Employee Offset Savings	\$ 359,772	\$ 380,552	\$ 351,296		\$ (29,256)
	Flexible Benefits	2,632,837	3,126,165	3,488,423		362,258
	Long-Term Disability	234,133	86,114	88,080		1,966
	Medicare	366,537	374,460	393,073		18,613
	Other Post-Employment Benefits	2,059,442	1,958,567	2,030,218		71,651
	Retiree Medical Trust	17,044	18,043	23,645		5,602
	Retirement 401 Plan	32,307	35,057	32,633		(2,424)
	Retirement ADC	9,062,882	8,844,865	9,067,801		222,936
	Retirement DROP	61,603	58,126	62,891		4,765
	Risk Management Administration	296,296	349,388	350,890		1,502
	Supplemental Pension Savings Plan	1,304,029	1,396,503	1,585,468		188,965
	Unemployment Insurance	53,036	49,375	50,510		1,135
	Unused Sick Leave	(11)	-	-		-
	Workers' Compensation	348,329	270,793	708,320		437,527
Fringe Benefits Subtotal		\$ 16,828,234	\$ 16,948,008	\$ 18,233,248		\$ 1,285,240
Total Personnel Expenditures					\$ 45,916,732	