

Law Department

Peter S. Holmes, City Attorney

Civil Division, (206) 684-8200; Criminal Division, (206) 684-7757

<http://www.seattle.gov/law/>

Department Overview

The Law Department serves as counsel to the City's elected officials and agencies, and as the prosecutor in Seattle Municipal Court. Peter S. Holmes, the Seattle City Attorney, is a nonpartisan elected official.

The Department provides legal advice to City officials to help them achieve their goals, represents the City in litigation, and protects the public health, safety, and welfare of the community by prosecuting violations of City criminal and civil ordinances and state law. The four department divisions are Administration, Civil, Criminal, and Precinct Liaisons.

The **Administration Division** provides executive leadership, communications, and operational support for the entire department. It is comprised of executives, human resources, finance, media relations, and information technology staff.

The **Civil Division** provides legal counsel and representation to the City's elected and appointed policymakers in litigation at all levels of county, state, federal courts, and administrative agencies. The Civil Division is organized into the following six specialized areas of practice: Employment, Environmental Protection, Land Use, Government Affairs, Torts, and Utilities & Contracts.

The **Criminal Division** prosecutes in Seattle Municipal Court misdemeanor crimes punishable by up to 364 days in jail, provides legal advice to City clients on criminal justice matters, monitors state criminal justice legislation of interest to the City, and participates in criminal justice policy development and management of the criminal justice system. In addition, the Criminal Division operates a Victims of Crime program which assists crime victims in obtaining restitution. The Criminal Division is comprised of a Case Prep Unit, Domestic Violence Unit, Appellate/Filing Unit, Specialty Courts Unit (Mental Health, Community Court, Veterans' Court, DUI, and Infractions Program), and two trial teams.

The **Precinct Liaison** attorneys work in each of the City's five police precincts, providing legal advice to police and other City departments. In helping to address a variety of neighborhood and community problems, these attorneys coordinate with the Civil and Criminal divisions to ensure a consistent, thorough and effective approach to solving issues of concern to the community.

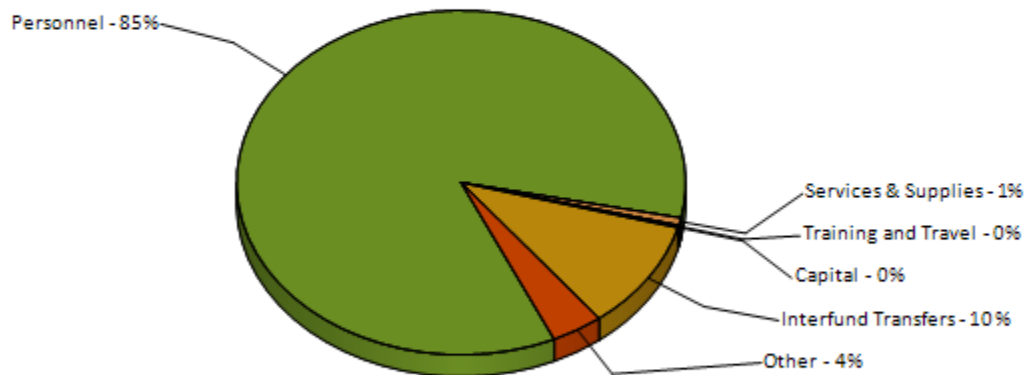
Law Department

Budget Snapshot

Department Support	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
General Fund Support	\$18,735,652	\$20,421,422	\$21,025,559	\$21,179,118
Total Operations	\$18,735,652	\$20,421,422	\$21,025,559	\$21,179,118
Total Appropriations	\$18,735,652	\$20,421,422	\$21,025,559	\$21,179,118
Full-time Equivalent Total*	160.60	159.10	159.10	159.10

* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.

2014 Proposed Budget - Expenditure by Category



Budget Overview

The 2014 Proposed Budget allocates new discretionary resources to the Law Department allowing it to allocate the funds as it sees fit to continue meeting its mission. The budget also includes funding to implement the terms of a new labor agreement with the Seattle Prosecuting Attorneys Association.

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Incremental Budget Changes

Law Department

	2014	
	Budget	FTE
Total 2014 Endorsed Budget	\$ 21,025,559	159.10
Proposed Changes		
Support for Law Department Priorities	\$ 200,000	0.00
Funding for Prosecuting Attorney Contract	\$ 71,400	0.00
Proposed Technical Changes		
Eliminate Funding for Postini Spam Software	-\$ 1,778	0.00
Citywide Adjustments for Standard Cost Changes	-\$ 116,063	0.00
Total Incremental Changes	\$ 153,559	0.00
2014 Proposed Budget	\$ 21,179,118	159.10

Descriptions of Incremental Budget Changes

Proposed Changes

Support for Law Department Priorities - \$200,000

The 2014 Proposed Budget allocates new discretionary resources to the Law Department. As a separately elected official, the budget leaves discretion to the Seattle City Attorney to specify how to allocate the funds to best meet the needs of the Law Department.

Funding for Prosecuting Attorney Contract - \$71,400

This proposal funds the anticipated salary schedule terms of the new Seattle Prosecuting Attorneys Association contract. The final contract agreement is expected in 2013.

Proposed Technical Changes

Eliminate Funding for Postini Spam Software - (\$1,778)

The City has adopted Microsoft Office 365 as its new software platform, and as a result City departments no longer need to purchase separate anti-spam software.

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Citywide Adjustments for Standard Cost Changes - (\$116,063)

Citywide technical adjustments reflect changes due to inflation, central cost allocations, retirement, healthcare, workers' compensation, and unemployment costs. These adjustments typically reflect updates to preliminary cost assumptions established in the 2014 Endorsed Budget.

Expenditure Overview

Appropriations	Summit Code	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
Administration Budget Control Level	J1100	1,744,476	1,953,005	2,012,668	2,198,827
Civil Budget Control Level	J1300	10,378,201	11,394,926	11,733,147	11,652,519
Criminal Budget Control Level	J1500	6,218,864	6,547,298	6,736,333	6,762,419
General Fund Supported BCLs					
Precinct Liaison Attorneys Budget Control Level	J1700	394,112	526,193	543,411	565,353
Department Total		18,735,652	20,421,422	21,025,559	21,179,118

Department Full-time Equivalents Total*	160.60	159.10	159.10	159.10
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Appropriations By Budget Control Level (BCL) and Program

Administration Budget Control Level

The purpose of the Administration Budget Control Level is to provide the financial, technological, administrative and managerial support for the Department.

Program Expenditures	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
Administration	1,744,476	1,953,005	2,012,668	2,198,827
Total	1,744,476	1,953,005	2,012,668	2,198,827
Full-time Equivalents Total*	13.30	13.80	13.80	13.80

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Civil Budget Control Level

The purpose of the Civil Budget Control Level is to provide legal advice to the City's policy-makers, and to defend and represent the City, its employees, and officials before a variety of county, state, federal courts, and administrative bodies.

Program Expenditures	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
Civil	10,378,201	11,394,926	11,733,147	11,652,519
Total	10,378,201	11,394,926	11,733,147	11,652,519
Full-time Equivalents Total*	84.80	83.80	83.80	83.80

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Criminal Budget Control Level

The purpose of the Criminal Budget Control Level includes prosecuting ordinance violations and misdemeanor crimes, maintaining case information and preparing effective case files for the court appearances of prosecuting attorneys, and assisting and advocating for victims of domestic violence throughout the court process.

Program Expenditures	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
Criminal	6,218,864	6,547,298	6,736,333	6,762,419
Total	6,218,864	6,547,298	6,736,333	6,762,419
Full-time Equivalents Total*	58.50	57.50	57.50	57.50

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Precinct Liaison Attorneys Budget Control Level

The purpose of the Precinct Liaison Program is to support a program where attorneys work in each of the City's five precincts, providing legal advice to police and other City departments. In helping to address a variety of neighborhood and community problems, the precinct liaison attorneys coordinate with the Civil and Criminal divisions with the goal of providing a consistent, thorough and effective approach.

Program Expenditures	2012 Actuals	2013 Adopted	2014 Endorsed	2014 Proposed
Precinct Liaison Program	394,112	526,193	543,411	565,353
Total	394,112	526,193	543,411	565,353
Full-time Equivalents Total*	4.00	4.00	4.00	4.00

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