

City Attorney Department Overview



Mission Statement

N/A

Programs within the City Attorney's Office:

The **Administration Division** provides administrative support for the City Attorney's Office. Key responsibilities include offering legal advice to the Mayor, Council, and City management, while providing professional leadership, guidance, and support to all program areas within the department.

The **Civil Division** provides legal advice and representation to the Mayor and Council, City Manager, and all City departments. Key responsibilities include representing the City in courts and administrative proceedings related to contracts, employment, environmental and land use issues, personal injury, property damage, wrongful death, and civil rights cases. This work helps ensure the City's official business is lawful and protects the City's interests by minimizing litigation risks.

The **Criminal Division** prosecutes misdemeanor and civil code violations, supports offender rehabilitation through specialty courts, provides victim assistance, and responds to citizen inquiries about City Court cases. Key responsibilities include handling prosecution of misdemeanor criminal offenses and civil infractions of the Tucson Code, and supporting code enforcement efforts. The Criminal team works collaboratively with City Court, the Public Defender, and other justice system partners to facilitate offender rehabilitation via specialty courts and diversion programs. In addition, they provide timely support and notifications to victims of crime and respond to public inquiries regarding City Court cases.

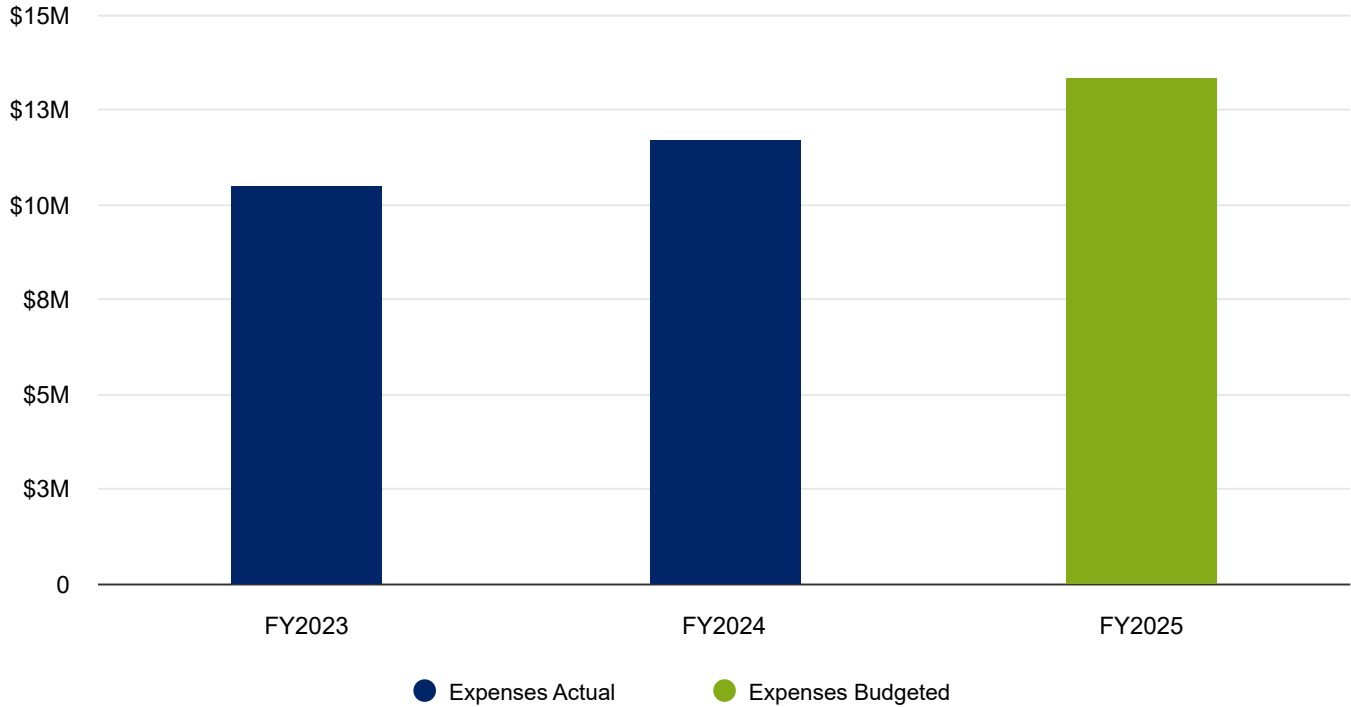
The **Internal Litigation Division** provides legal assistance to City departments and protects the City's interests in civil litigation. Key responsibilities include representing the City in state and federal civil lawsuits, including tort and civil rights claims (such as those under 42 U.S.C. §1983). The Internal Litigation team manages all phases of litigation from initial claims through trials and appeals. In addition, they coordinate with outside legal counsel when contracted to represent the City and support the City's Risk Management Division in evaluating legal claims and liaise with insurance providers.

Expenditure Summary

\$13,298,028

\$1,597,572 / 13.65% Higher Than the Prior Year's Budget

Historical Expenditures Across Department



Significant Changes

The adopted budget for Fiscal Year 2025 is \$13,298,028, representing a net increase of \$1,597,572 from the Fiscal Year 2024 Adopted Budget. Key changes include:

- An increase of \$1.8 million in one-time funding for the acquisition and implementation of new case management software.
- A decrease of \$300,000 in one-time funding compared to the previous fiscal year.

Trends

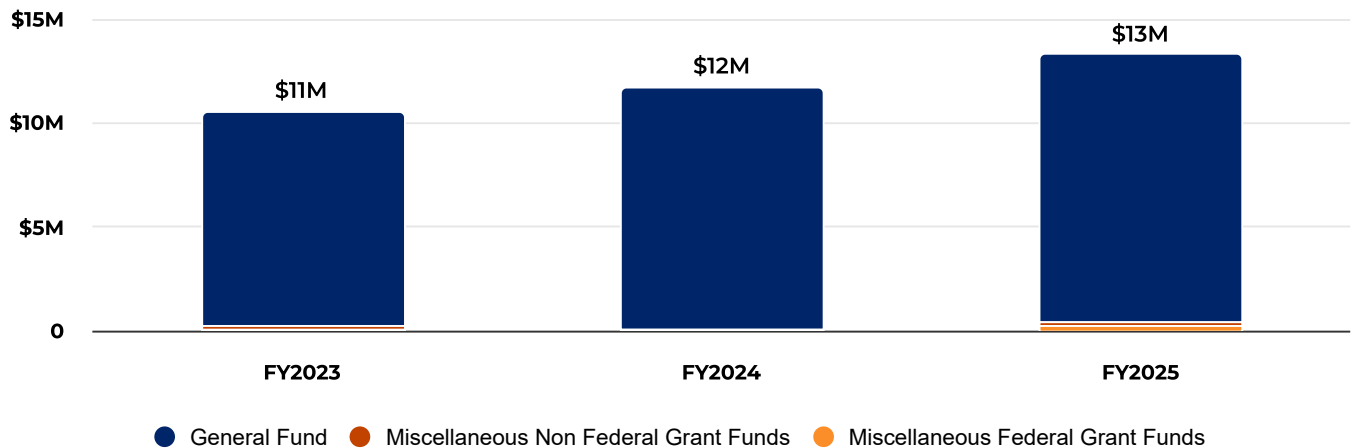
The COVID-19 pandemic has led to lasting changes in how the department operates, with remote work emerging as a permanent part of the workplace model. This shift has increased reliance on reliable technology and equipment to maintain productivity in a remote environment. As a result, future budgets will need to prioritize ongoing investments in system upgrades and equipment replacement. Additionally, as remote work becomes a standard expectation, offering flexible work options is increasingly important for attracting and retaining top talent.

Expenditures by Fund

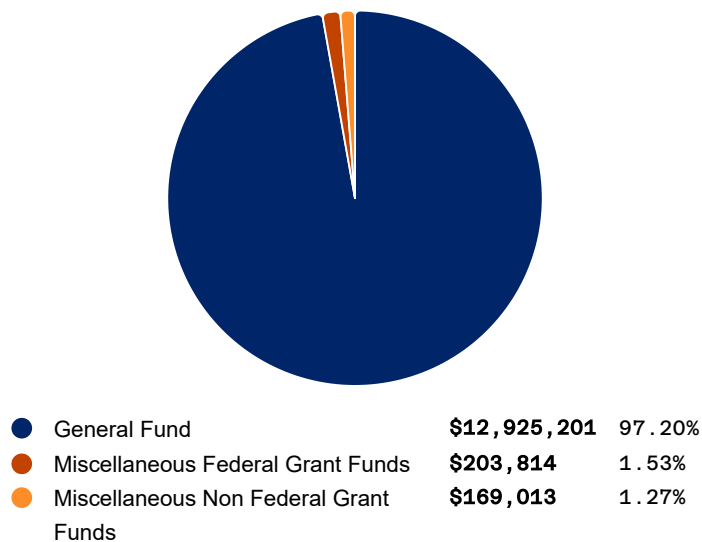
This chart illustrates the historical trend of expenditures by fund source over three fiscal years, with the General Fund serving as the primary funding source throughout.

- Fiscal Year 2023: Expenditures totaled \$11 million, almost entirely funded by the General Fund.
- Fiscal Year 2024: Spending increased to \$12 million, continuing to rely heavily on the General Fund.
- Fiscal Year 2025: Expenditures are projected to rise to \$13 million, with the General Fund still contributing the vast majority. Small but visible contributions from Miscellaneous Federal and Non-Federal Grant Funds begin to supplement core funding.

Historical Expenditures by Fund



Fiscal Year 2025 Expenditures by Fund

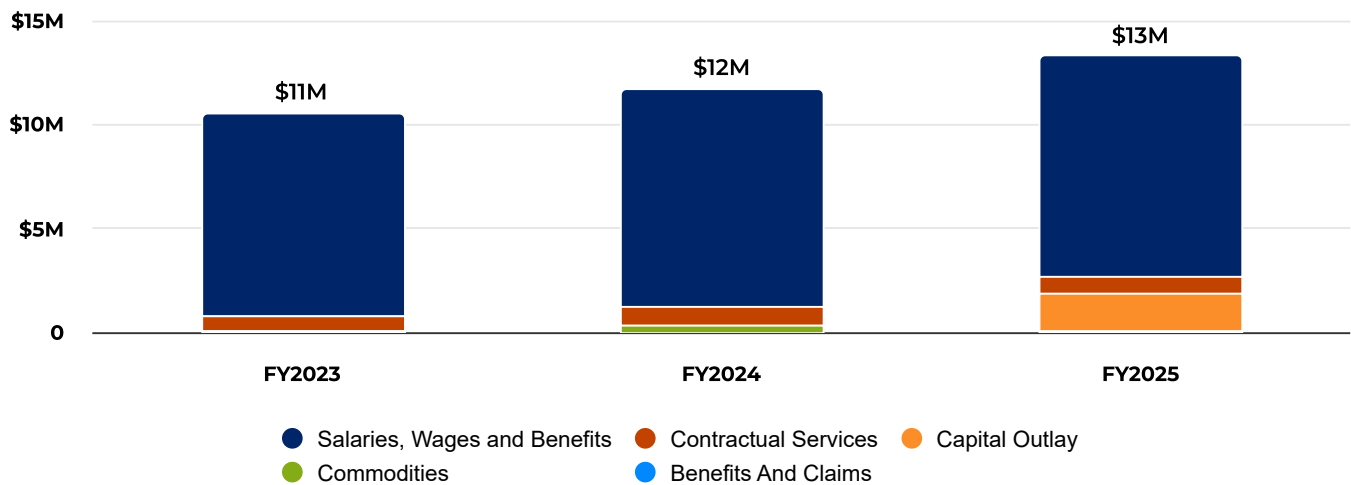


Expenditures by Type

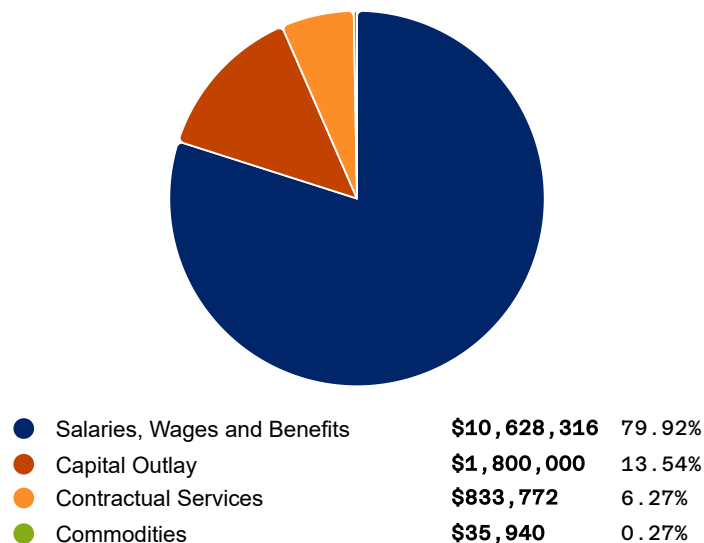
This chart shows how expenditures have changed across different spending categories over the past three fiscal years, with a strong focus on personnel costs.

- Fiscal Year 2023: Total expenditures were \$11 million, with the majority allocated to Salaries, Wages, and Benefits, and a small portion to Contractual Services.
- Fiscal Year 2024: Spending increased to \$12 million, maintaining a similar distribution with a slight rise in Contractual Services, and modest additions to Capital Outlay and Commodities.
- Fiscal Year 2025: Expenditures are projected to rise to \$13 million, reflecting:
 - Continued growth in personnel-related costs.
 - A notable increase in Capital Outlay, tied to investment in case management software.
 - New spending in Benefits and Claims, indicating enhanced employee support or insurance-related expenses.

Historical Expenditures by Type



Fiscal Year 2025 Expenditures by Type

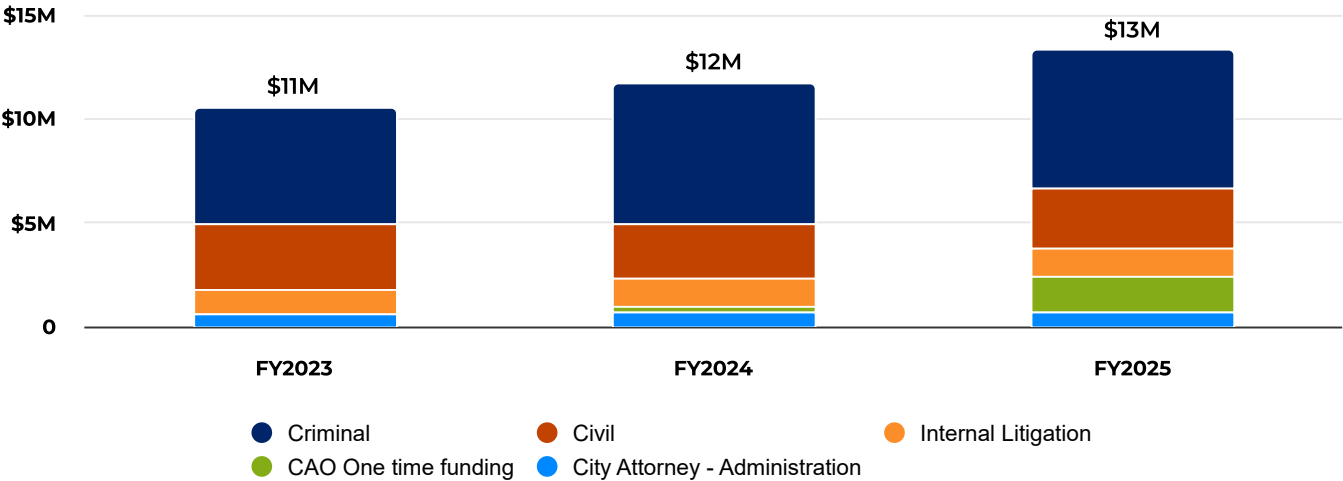


Expenditures by Cost Center

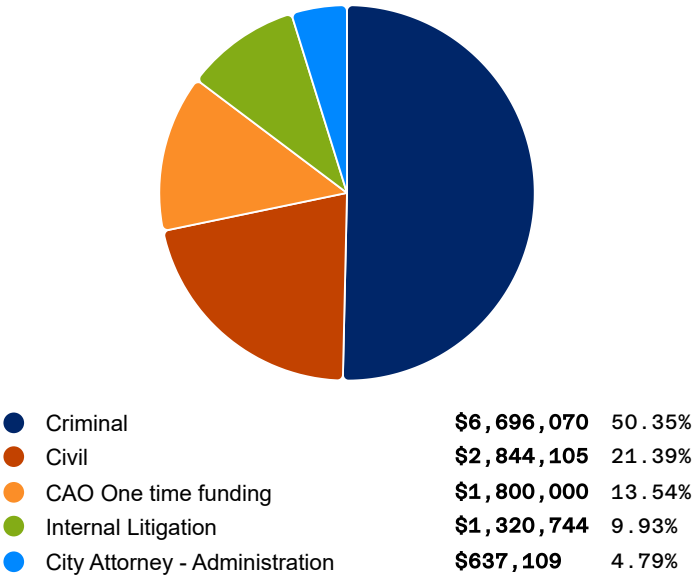
This chart outlines the allocation of expenditures across different divisions within the City Attorney’s Office over the past three fiscal years.

- Fiscal Year 2023: Total expenditures were \$11 million, primarily allocated to the Criminal and Civil divisions. Smaller shares supported Internal Litigation and City Attorney Administration.
- Fiscal Year 2024: Expenditures increased to \$12 million, with continued emphasis on the Criminal division. Notably, CAO One-Time Funding was introduced, indicating targeted or project-based spending.
- Fiscal Year 2025: Spending is projected to reach \$13 million, with sustained support for core services and visible growth in:
 - Internal Litigation costs
 - One-Time Funding projects
 - Administrative functions, suggesting broader operational or organizational investments

Historical Expenditures by Cost Center



Fiscal Year 2025 Expenditures by Cost Center



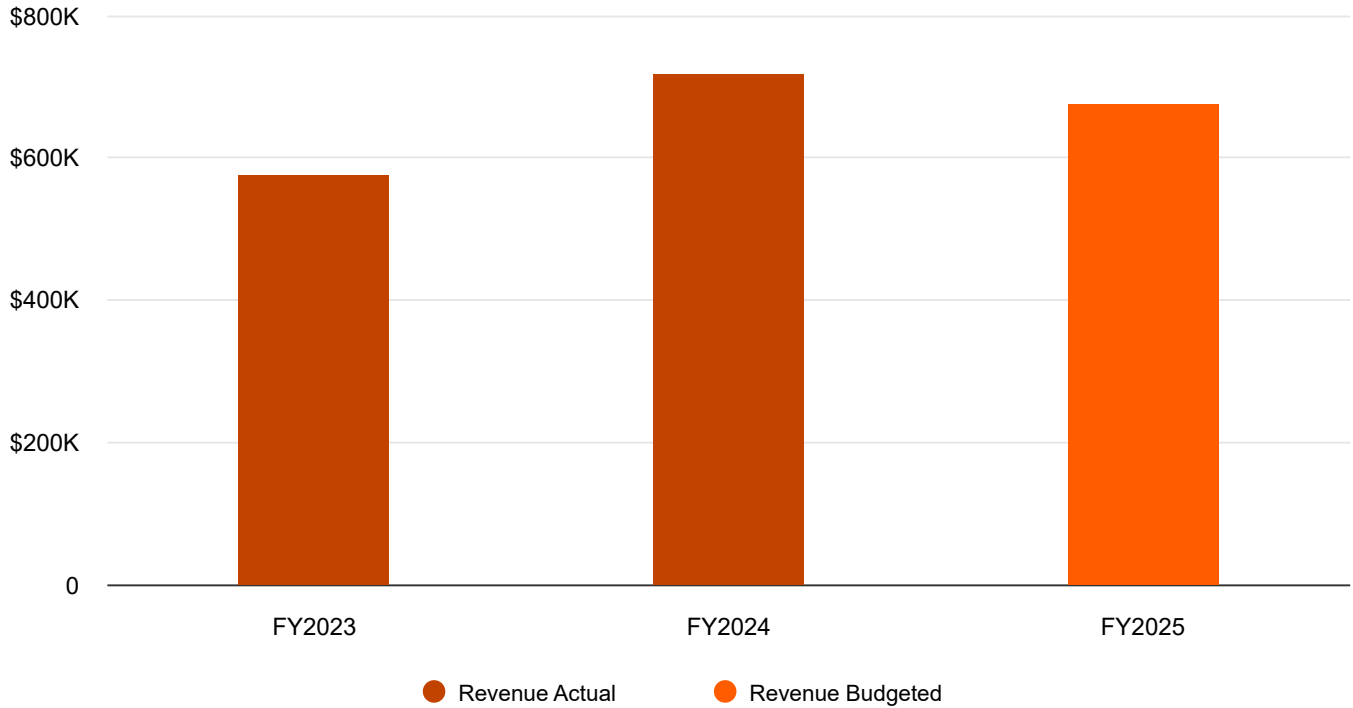
Revenue Summary

\$675,627

Includes Transfers In and Out

(\$43,389) 94% Higher Than the Prior Year's Budget

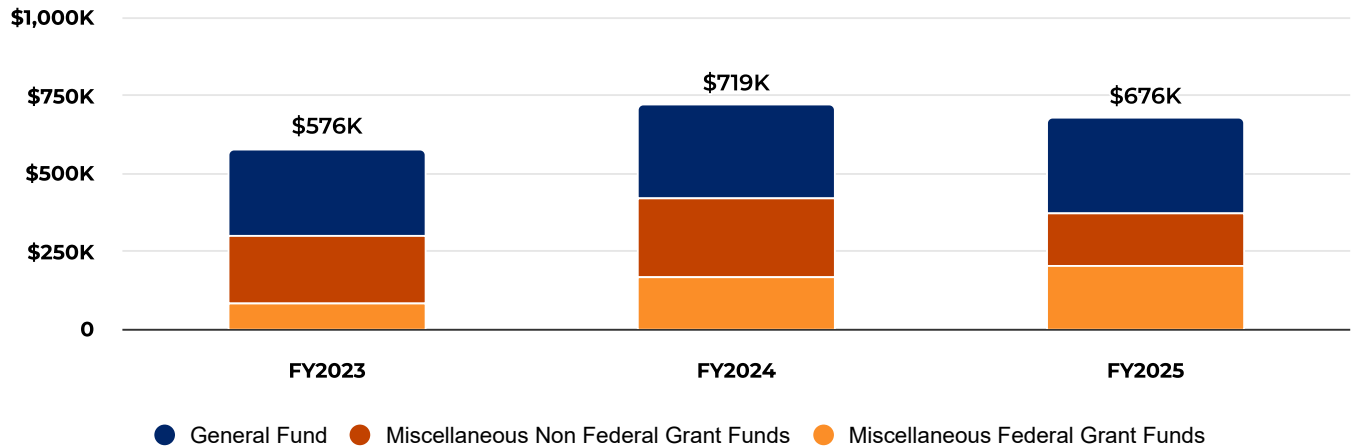
Historical Revenues Across Department



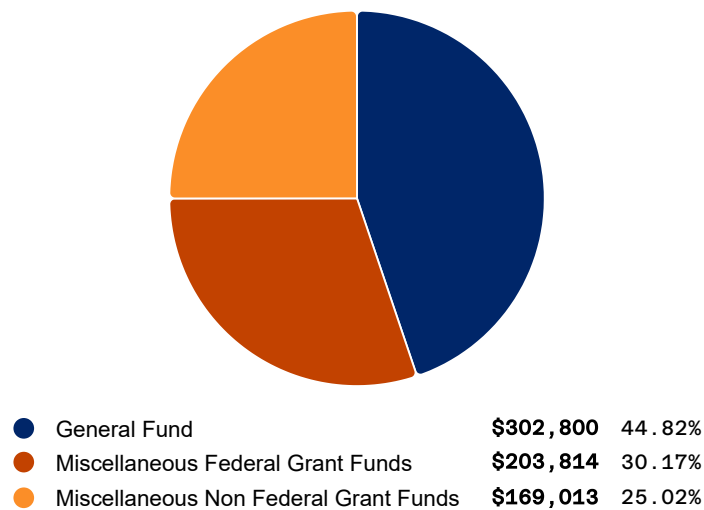
Revenues by Fund

This chart illustrates total revenues and their funding sources over the past three fiscal years, showing a mix of General Fund support and grant funding.

- Fiscal Year 2023: Revenues totaled \$576K, primarily from the General Fund and Non-Federal Grant Funds, with smaller contributions from Federal Grants.
- Fiscal Year 2024: Revenues increased to \$719K, reflecting notable growth in Federal Grant Funds and Non-Federal Grant Funds, while the General Fund share remained steady.
- Fiscal Year 2025: Revenues slightly decreased to \$676K, but Federal Grant Funds continued to increase, now representing a more significant portion of total revenue. The General Fund contribution remained stable, and Non-Federal Grants saw a slight dip.



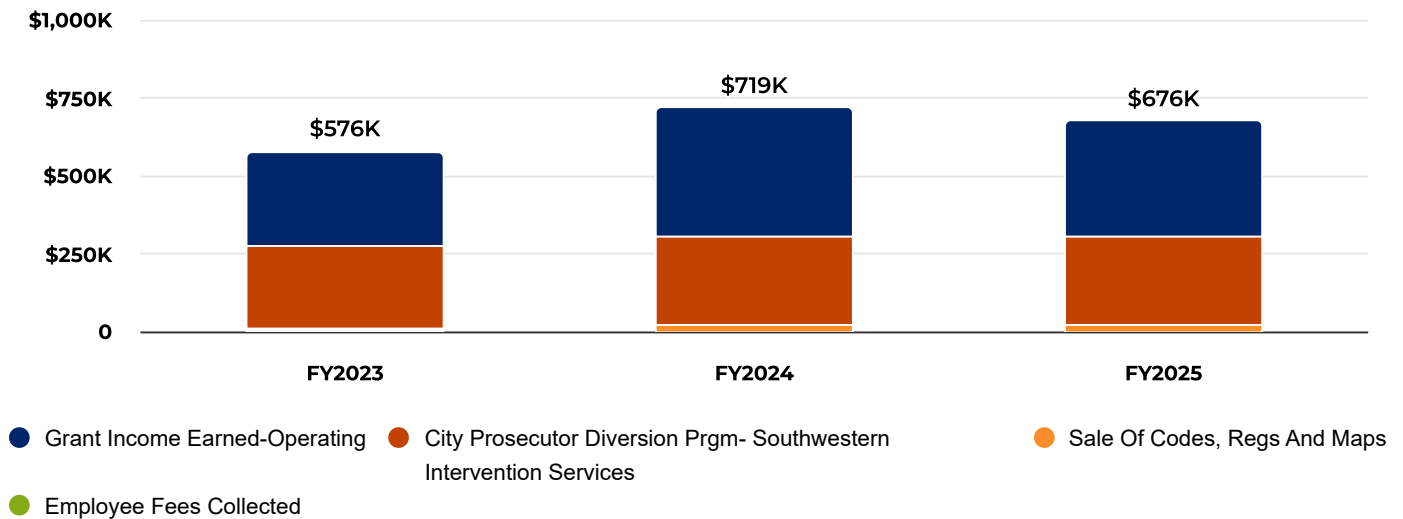
Fiscal Year 2025 Revenues by Fund



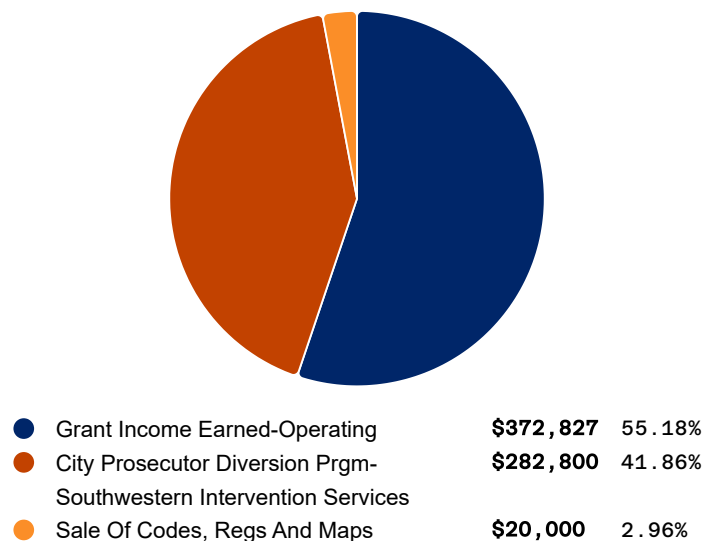
Revenues by Funding Source

This chart highlights how revenues were generated over the last three fiscal years, showcasing the diversity and stability of funding sources.

- Fiscal Year 2023: The unit received \$576K, with primary funding from Grant Income Earned – Operating and the City Prosecutor Diversion Program (Southwestern Intervention Services). Other minor sources included the Sale of Codes and Regulations and Employee Fees Collected.
- Fiscal Year 2024: Revenues increased to \$719K, largely driven by growth in grant income, while the Diversion Program remained a steady contributor. Slight gains were also seen in smaller revenue streams.
- Fiscal Year 2025: Revenues declined slightly to \$676K, though the mix of sources remained consistent. Grants and program revenues continue to anchor the revenue structure.



Fiscal Year 2025 Revenues by Funding Source



Accomplishments

The Office has maintained a high level of productivity and responsiveness despite significant shifts in the work model. Within the Internal Litigation Unit, strategic approaches continue to yield strong results. These include an assertive motions practice to dismiss or narrow cases early in the litigation process, timely evaluations of liability to identify reasonable settlement opportunities, and a commitment to taking defensible cases to trial when fair settlement terms cannot be reached. These efforts have contributed to consistently successful outcomes for the City.

Future Objectives

The City Attorney's Office, in collaboration with the Business Services – Risk Management Division and the City Manager's Office, aims to retain more legal cases in-house by maintaining strong internal litigation resources, reducing the reliance on outside counsel.

The department will also continue working with key partners—including the Public Defender and City Courts—to administer prosecutions efficiently and manage associated costs, particularly those related to jail and detention.

A growing area of focus is the increasing volume of domestic violence cases, many of which are being downgraded from felonies to misdemeanors and referred to the City for prosecution. In response, the department plans to allocate additional resources to handle these cases effectively and will explore coordination with the Pima County Attorney's Office to ensure appropriate felony prosecution when warranted.

Position Resources

