

# COUNTY COUNSEL

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## Mission

County Counsel is the legal counsel in civil law matters for all County departments, boards, commissions, and special districts. General duties of the County Counsel include: representing the County in all civil legal proceedings and administrative hearings; preparing ordinances, resolutions and contracts for the County and special districts; advising the Board of Supervisors and other County or special district officials on legal issues; instituting actions to declare minors free from parental custody; guardianships of minors; representing the Social Services Department in juvenile court dependency hearings and administrative hearings concerning eligibility; legal responsibility for all workers' compensation and liability cases; instituting conservatorships for probate and for gravely-disabled individuals, under the Lanterman-Petris-Short Act.

## Program Summaries

**County Counsel**  
**Positions: 19 FTE**

**Total Appropriations: \$2,824,331**  
**Net County Cost: \$2,293,531**

County Counsel is the legal advisor to the Board of Supervisors and is required to discharge civil legal duties for the Board, County officers, departments and related agencies, as provided for by law, or pursuant to the direction of the Board of Supervisors.

## Fiscal Year 2007-08 Major Accomplishments

### *Enhance Customer Service*

- Processed 1,468 contracts in 2007, a 30% increase over 2006 when we processed 1,119 contracts.
- Assumed additional responsibility for review of contracts with elimination of Procurement and Contracts Division review.

### *Maintain Vibrant and Health Communities*

- Successfully resolved 4 elder abuse lawsuits and filed 2 others.

### *Invest in Infrastructure*

- Handled coordination of environmental, insurance and contract matters with respect to the Angora Fire cleanup. Streamlined right-of-way acquisition and coordinated erosion control and watershed control matters.

### *Develop Collaborative Solutions*

- Worked cooperatively with other departments to achieve successful outcomes on projects for which the other departments have lead responsibility.

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## Fiscal Year 2008-09 Goals and Objectives

### *Enhance Customer Service*

- Continue to provide high quality legal advice to assist the County in achieving its goals.

### Chief Administrative Office Comments

The Proposed Budget for the County Counsel’s office reflects a Net County Cost of \$2,293,531, an increase of \$193,540.

Revenues from legal services provided to County Departments are decreasing by \$289,700. The FY 2007-08 budget included a large increase in revenue, anticipating an increased workload associated with the Department of Transportation. This increase in workload and the related revenues were not realized. This reduction brings revenues closer to the FY 2006-07 budgeted level and in line with FY 2007-08 actuals.

Appropriations are decreasing overall by \$96,160. Salary and Benefits are reduced by \$47,664. This reduction is due mainly to the decision to hold one FTE Principal Assistant County Counsel vacant. The associated savings are offset by increases in healthcare costs, retiree health charges, and scheduled salary step increases. Services and Supplies are reduced by \$33,135 across several line items. Fixed assets are reduced by \$6,000, with no planned fixed asset purchases in FY 2008-09. Intrafund and interfund charges are decreasing by \$9,311 across several line items.

### Personnel Allocations

Classification Title	2007-08 Adjusted Allocation	2008-09 Dept Request	2008-09 CAO Recm'd	Diff from Adjusted
County Counsel	1.00	1.00	1.00	0.00
Administrative Analyst I/II	1.00	1.00	1.00	0.00
Chief Assistant County Counsel	1.00	1.00	1.00	0.00
Deputy County Counsel I-IV	9.00	9.00	9.00	0.00
Legal Office Assistant I/II	1.00	1.00	1.00	0.00
Legal Secretary I/II	4.00	4.00	4.00	0.00
Principal Assistant County Counsel	2.00	2.00	2.00	0.00
<b>Department Total</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>0.00</b>

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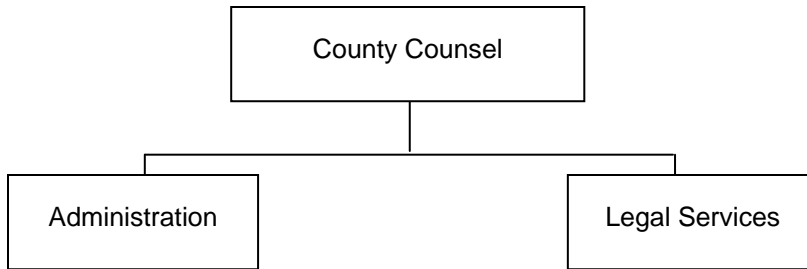
## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 07 CC - COUNTY COUNSEL

		PRIOR YR ACTUAL	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>CLASS</b>	<b>CLASS TITLE</b>					
13	REV: CHARGE FOR SERVICES	656,559	820,500	530,800	530,800	-289,700
<b>TYPE: R SUBTOTAL</b>		656,559	820,500	530,800	530,800	-289,700
<b>TYPE: E EXPENDITURE</b>						
<b>CLASS</b>	<b>CLASS TITLE</b>					
30	SALARY & EMPLOYEE BENEFITS	2,054,696	2,478,592	2,416,346	2,430,928	-47,664
40	SERVICE & SUPPLIES	554,217	376,558	341,106	343,423	-33,135
50	OTHER CHARGES	240	2,163	80	80	-2,083
60	FIXED ASSETS	37,879	6,000	0	0	-6,000
72	INTRAFUND TRANSFERS	17,434	57,178	48,124	49,900	-7,278
<b>TYPE: E SUBTOTAL</b>		2,664,466	2,920,491	2,805,656	2,824,331	-96,159
<b>FUND TYPE:</b>	<b>10 SUBTOTAL</b>	2,007,907	2,099,991	2,274,856	2,293,531	193,541
<b>DEPARTMENT:</b>	<b>07 SUBTOTAL</b>	2,007,907	2,099,991	2,274,856	2,293,531	193,541

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Positions: 19