



**Caroline County, Virginia
Fiscal Year 2006-2007 Adopted Budget**

Function: General Government Administration
Department/Officer: County Attorney
Division: County Attorney

Mission:

To manage the County's contract for legal services in a cost effective manner to insure that the County has timely and capable legal advice, assistance and representation when it is needed.

Budget Unit Description/Activities:

The County Attorney is appointed by the Board of Supervisors and serves as its chief legal representative and advisor. The County Attorney is responsible for all civil matters involving the County. These duties include advising and representing the Board of Supervisors and all boards, departments, agencies, officials and employees requiring such services in the course of conducting the County's business. The County Attorney drafts or prepares County Ordinances, Resolutions, deeds, contracts or other legal documents or reviews such items prepared by others. The County Attorney will also defend the County in litigation or take legal action on the County's behalf in civil cases in which the County or any of its boards, departments, agencies, officials or employees is a party.

The County Attorney is to be distinguished from the Commonwealth's Attorney, who is an elected constitutional officer responsible for the enforcement of criminal law in the County. The County Attorney may prosecute violations of County ordinances, but only if authorized to do so by the Board of Supervisors and with the concurrence of the Commonwealth's Attorney.

In Caroline County, the services of County Attorney are contracted with the Richmond law firm of Sands, Anderson, Marks and Miller, and the County utilizes the services of various attorneys in the firm who are specialists in the field of local government law. The County may contract with other attorneys or law firms when needed for specific tasks.

Service Level/Performance Statistics:

Cost of Legal Services by Subject:

	FY 2001-02	FY 2002-03	FY 2003-04	FY 2004-05
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
General County Attorney Services	\$ 47,964	\$ 46,425	\$ 54,366	\$80,493
Community Development And Zoning Issues	45,297	28,499	72,570	165,641
Contract and Public Utility Issues	23,876	14,929	40,216	29,079
Economic Development Issues	7,502	13,401	8,115	6,099
Employment and Personnel Issues	6,346	23,071	2,651	4,422
Other Issues	<u>12,199</u>	<u>92,213</u>	<u>22,369</u>	<u>18,304</u>
Total	\$143,184	\$218,538	\$200,287	\$304,038

Budget Highlights:

As increase of \$25,000 is adopted for Fiscal Year 2006-2007 as continued development and zoning enforcement activity are expected to require additional legal assistance.

Budgeted Funding and Expenditures:

	FY 2004-05 <u>Budget</u>	FY 2004-05 <u>Actual</u>	FY 2005-06 <u>Amended Budget</u>	FY 2006-07 <u>Adopted Budget</u>	Change <u>Amount</u>	<u>%</u>
<u>Funding Sources:</u>						
General Local Revenue	\$ 175,000	\$ 304,038	\$ 250,000	\$ 275,000	\$ 25,000	10.0%
Permits, Fees & Charges	\$ -	\$ -	\$ -	\$ -	\$ -	
Categorical Aid: State	\$ -	\$ -	\$ -	\$ -	\$ -	
Categorical Aid: Federal	\$ -	\$ -	\$ -	\$ -	\$ -	
Categorical Aid: Local	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ 175,000	\$ 304,038	\$ 250,000	\$ 275,000	\$ 25,000	10.0%
<u>Expenditures:</u>						
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Employee Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	
Purchased Services	\$ 175,000	\$ 304,038	\$ 250,000	\$ 275,000	\$ 25,000	10.0%
Other Charges	\$ -	\$ -	\$ -	\$ -	\$ -	
Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ 175,000	\$ 304,038	\$ 250,000	\$ 275,000	\$ 25,000	10.0%