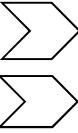


**COUNTY COUNSEL**  
Alison Barratt-Green, County Counsel



<input type="checkbox"/> County Counsel (10301)	\$	919,031
	<b>Total</b>	\$ 919,031





## County Counsel Summary

	<u>13/14</u> <u>Actual</u>	<u>14/15</u> <u>Adopted</u>	<u>14/15</u> <u>Estimated</u>	<u>15/16</u> <u>Proposed</u>	<u>15/16</u> <u>Adopted</u>	<u>% Change</u> <u>From Prior</u> <u>Adopted</u>
<b>Revenues</b>						
Taxes	-	-	-	-	-	NA
Licenses, Permits & Franchises	-	-	-	-	-	NA
Fines, Forfeitures, & Penalties	-	-	-	-	-	NA
Use of Money & Property	-	-	-	-	-	NA
Federal/State Intergovernmental	-	-	-	-	-	NA
Charges for Services	48,784	45,000	24,595	30,000	30,000	-33.3%
Miscellaneous Revenues	-	-	7,573	-	-	NA
Other Financing Sources	-	-	-	-	-	NA
General Fund Transfers	-	-	-	-	-	NA
General Fund Allocation	694,796	859,844	846,121	889,031	889,031	3.4%
<b>Total Revenues</b>	<b>743,580</b>	<b>904,844</b>	<b>878,289</b>	<b>919,031</b>	<b>919,031</b>	<b>2%</b>
<b>Expenses</b>						
Salaries & Benefits	866,319	1,033,294	1,012,568	1,132,239	1,132,239	9.6%
Services & Supplies	87,508	97,125	82,189	97,136	97,136	0.0%
Other Charges	23,472	19,925	28,532	19,156	19,156	-3.9%
Overhead Cost Allocation (A87)	-	-	-	-	-	NA
Capital Assets	-	-	-	-	-	NA
Other Financing Uses	-	-	-	-	-	NA
Interfund Activity	(233,719)	(245,500)	(245,000)	(329,500)	(329,500)	NA
Contingency	-	-	-	-	-	NA
<b>Total Expenses</b>	<b>743,580</b>	<b>904,844</b>	<b>878,289</b>	<b>919,031</b>	<b>919,031</b>	<b>2%</b>
<b>Fund Balance Added (Used)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Staffing:</b>	<b>7.50</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	

		June 30, 2015 Projected Fund Balance	FY 15/16 Revenue	FY 15/16 Expense	FY 15/16 Net Change	June 30, 2015 Projected Fund Balance
GENERAL FUND	Fund # 0101	*	919,031	919,031	-	*
		<b>919,031</b>		<b>919,031</b>	<b>-</b>	

\* See General Fund Balance and Reserves in Section 1 for the FY 2015-16 General Fund analysis.



# County Counsel

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## Mission Statement:

The mission of the County Counsel's Office is to provide high quality legal services to the Board of Supervisors, County Executive Officer, and other County departments, as well as dependent districts, and outside public entity clients.

## Service Description:

The County Counsel's Office provides legal advice and representation to the Board of Supervisors, all County departments, including elected officials, dependent districts, County commissions, and certain small public entities. In addition, the County Counsel's Office defends and initiates lawsuits on behalf of the County, subject to direction from the Board of Supervisors.

Major service areas include: advising County departments on the law as it relates to County operations; drafting agreements, opinions and other legal documents; representing the County in contractual, financial, regulatory and transactional matters; advising and representing the County in a wide variety of civil actions, including liability defense, dependency cases, estates managed by the Public Administrator, conservatorships, and code compliance.

## Major Accomplishments in 2014-15:

- In collaboration with the Sheriff's Office and the Community Development Agency, drafted and implemented new Outdoor Event ordinance.
- In collaboration with the Health and Human Services Agency, negotiated and drafted Ground Lease and Operational Agreements for development of a Critical Stabilization Unit at Sierra Nevada Memorial Hospital.
- In collaboration with the Department of Public Works, negotiated and drafted legal documents for the acquisition of property for the Cascade Shores Community Leachfield project.
- In collaboration with Risk Management and the Sanitation District, provided legal advice on development of new Sewer Relief Valve program in Lake Wildwood and Lake of the Pines to reduce risks associated with plugged sewer lines.

- Provided ongoing legal advice, court representation and litigation services in approximately 316 dependency, decedent's estate, probate conservatorship, LPS conservatorship and Laura's Law cases.
- Provided assistance and legal support to the Clerk of the Board and Sheriff for approximately 40 appeals related to the Medical Marijuana Cultivation ordinance, and reviewed and signed 22 search warrants.
- Provided informational trainings and statistical information regarding implementation of Laura's Law to representatives from multiple county jurisdictions.
- Successfully negotiated \$37,353.60 settlement with Caltrans to recover Environmental Health response, enforcement and legal costs in connection with spill incident on Highway 49.

## Objectives & Performance Measures for 2015-16:

### Objective:

To provide efficient, cost-effective delivery of legal services in a time of reduced staffing by working closely with County officers and employees to evaluate legal needs, provide in-house training and prepare standardized procedures and forms.

### Performance Measures:

- Continue to provide legal assistance to Planning staff in connection with Housing Element Rezone project and review of General Plan Sphere of Influence policies.
- Provide legal assistance to County staff to develop and implement a PACE program in Nevada County.
- Provide legal assistance to Information and General Services regarding development and implementation of a Countywide solar project
- Review and comprehensively update the Nevada County Administrative Code.
- Work with Sheriff's office to update Sheriff's policies and procedures.
- Continue to review and update County procedures related to basic legal processes such as contracting, subpoenas, service of process and Public Record Act requests.



# County Counsel

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- Review and update the County’s Administrative Citation Ordinance.

Service Budget Unit Code	- 10301
Office/Department	- County Counsel
Major Service Area	- Legal Services

**Objective:**

To increase revenue or savings by pursuing cost recovery where appropriate, implementing and managing pro-active and effective risk management strategies, and developing innovative, cost effective programs.

**Performance Measures:**

- Continue to pursue aggressive cost recovery procedures in litigation matters.
- Continue to assist staff in developing efficient and cost-effective methods for collecting enforcement costs and for remediating repeat, chronic violations, including work with the Sheriff’s Office to implement cost recovery process for Marijuana Abatement program.
- Work with various departments to update and create reasonable user fees where appropriate, including implementation and updating of appropriate appeal and permit fees.
- Work with Risk Management to develop and implement pro-active programs to avoid and reduce litigation risks.

**Objective:**

To increase the availability of legal skills in areas required to support County priorities by encouraging staff to undertake activities or participate in organizations that strengthen and demonstrate our commitment to professionalism.

**Performance Measures:**

- Continue to implement and monitor tracking system for legal matters being handled by the Office, allocate legal resources as appropriate, and develop in-house legal specializations based on County needs and priorities.
- Continue to provide in-house training for County commissions and staff on basic legal topics, including the Brown Act, Conflict of Interest, Public Records Act and the respective rules and regulations of each Commission.
- Continue to encourage ongoing staff and attorney training and active use and participation of professional networking groups such as the County Counsels’ Association, California State Association of Counties (CSAC), local bar associations, and the Nevada County Community Leadership Institute (NCCLI).





## County Counsel (10301)

	<u>13/14</u>	<u>14/15</u>	<u>14/15</u>	<u>15/16</u>	<u>15/16</u>	<u>% Change</u>
	<u>Actual</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Proposed</u>	<u>Adopted</u>	<u>From Prior</u>
						<u>Adopted</u>
<b>Revenues</b>						
Taxes	-	-	-	-	-	NA
Licenses, Permits & Franchises	-	-	-	-	-	NA
Fines, Forfeitures, & Penalties	-	-	-	-	-	NA
Use of Money & Property	-	-	-	-	-	NA
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Contingency	-	-	-	-	-	NA
<b>Total Expenses</b>	<b>743,580</b>	<b>904,844</b>	<b>878,289</b>	<b>919,031</b>	<b>919,031</b>	<b>2%</b>
<b>Fund Balance Added (Used)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Staffing:</b>	<b>7.50</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	
<b>2015/16 Fund Analysis:</b>						
		<u>Revenues</u>	<u>Expenses</u>	<u>Fund Balance</u>		
GENERAL FUND	Fund # 0101	919,031	919,031	Added (Used)		
				-		
		<b>919,031</b>	<b>919,031</b>	<b>-</b>		

### Comments/Analysis of Differences:

### Public Hearing Comments:

Adopted as proposed.



