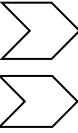


COUNTY COUNSEL
Alison Barratt-Green, County Counsel



County Counsel (10301) \$ 1,393,544

Total \$ 1,393,544





County Counsel Summary

	<u>15/16</u> <u>Actual</u>	<u>16/17</u> <u>Adopted</u>	<u>16/17</u> <u>Estimated</u>	<u>17/18</u> <u>Proposed</u>	<u>17/18</u> <u>Adopted</u>	<u>% Change</u> <u>From Prior</u> <u>Adopted</u>
Revenues						
Taxes	-	-	-	-	-	NA
Licenses, Permits & Franchises	-	-	-	-	-	NA
Fines, Forfeitures, & Penalties	-	-	-	-	-	NA
Use of Money & Property	-	-	-	-	-	NA
Federal/State Intergovernmental	-	-	-	-	-	NA
Charges for Services	45,117	29,329	24,500	22,000	22,000	-25.0%
Miscellaneous Revenues	1,601	-	-	-	-	NA
Other Financing Sources	-	-	-	-	-	NA
General Fund Transfers	-	-	-	-	-	NA
General Fund Allocation	988,549	1,258,631	1,223,693	1,371,544	1,371,544	9.0%
Total Revenues	1,035,267	1,287,960	1,248,193	1,393,544	1,393,544	8%
Expenses						
Salaries & Benefits	1,246,675	1,488,105	1,445,120	1,582,857	1,582,857	6.4%
Services & Supplies	95,199	100,430	85,119	109,162	109,162	8.7%
Other Charges	18,678	19,425	16,454	19,525	19,525	0.5%
Overhead Cost Allocation (A87)	-	-	-	-	-	NA
Capital Assets	-	-	-	-	-	NA
Other Financing Uses	-	-	-	-	-	NA
Interfund Activity	(325,285)	(320,000)	(298,500)	(318,000)	(318,000)	NA
Contingency	-	-	-	-	-	NA
Total Expenses	1,035,267	1,287,960	1,248,193	1,393,544	1,393,544	8%
Fund Balance Added (Used)	-	-	-	-	-	
Staffing:	8.00	8.00	8.00	8.00	8.00	

	June 30, 2017 Projected Fund Balance	FY 17/18 Revenue	FY 17/18 Expense	FY 17/18 Net Change	June 30, 2018 Projected Fund Balance
GENERAL FUND	Fund # 0101	*	1,393,544	1,393,544	-
			1,393,544	1,393,544	-

* See General Fund Balance and Reserves in Section 1 for the FY 2017-18 General Fund analysis.



County Counsel

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 2016-17:

- Provided legal advice and assistance regarding development and implementation of the Countywide solar project and the PACE program.
- Drafted proposed Library tax ballot measure (Measure A) and provided legal advice and assistance regarding implementation of the approved tax.
- Provided legal assistance to County staff in connection with continued implementation of the Housing Element rezone program.
- In collaboration with the Department of Public Works, assisted in securing SRF loan and partial grant to fund the Cascade Shores Community Leachfield project.
- Provided assistance and legal support related to regulation and enforcement of the County's marijuana ordinance, including drafting

ordinance updates, providing legal advice and representation on approximately 38 appeals, and reviewing approximately 6 search warrants.

- Provided legal advice and assistance to the Sheriff's Office, Probation and Behavioral Health regarding updates to policy and procedure manuals.
- In collaboration with the Sheriff's Office and the Nevada County Superior Court, assisted with implementation of a Jail Based Competency Program to provide for alternative placement of inmates awaiting placement at state hospitals.
- Provided ongoing legal advice, representation and litigation services in multiple forums, including approximately 298 dependency matters, probate conservatorships, LPS conservatorships and Laura's Law cases, and 141 Pitchess motions, Habeas Corpus writs and Bail Bond motions.
- Negotiated, drafted and advised various departments on more than 119 contracts.
- Successfully negotiated a \$60,000 settlement in a contract dispute with Airport engineers to recover costs related to improper survey work.
- Assisted Office of Emergency Services with preparation of three emergency resolutions and related documents regarding Tree Mortality, Atmospheric Storm Events and the Oroville Dam evacuations.

Objectives & Performance Measures for 2017-18:

Objective:

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

Performance Measures:

- Provide legal assistance to CDA and HHSA staff in connection with identifying strategies for addressing Board priorities related to emergency shelters and researching opportunities to develop affordable workforce housing.
- Provide legal assistance and support in connection with the County's community



County Counsel

stakeholder process to develop long term cannabis regulations.

- Provide legal assistance to Planning staff in connection with the AB 1600 Recreation Impact Fee review, certification of EIRs for significant development projects and negotiating and drafting Development Agreements.
- Continue working with departments to update internal policies and procedures, including record retention procedures, contract procedures and resolution templates.
- Review and update the County's Administrative Citation Ordinance.

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).

Service Budget Unit Code	- 10301
Office/Department	- County Counsel
Major Service Area	- General Government

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 fines and enforcement costs and for remediating repeat, chronic violations.
- Continue to work with various departments to update and create reasonable fees where appropriate, including identifying opportunities to recover costs through user and permit fees.
- Continue to work with Risk Management to develop and implement pro-active programs to avoid and reduce litigation and liability 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 Agency needs and priorities.
- Continue to provide in-house training for County commissions and staff on basic legal topics, including the Brown Act, Conflict of





County Counsel (10301)

	<u>15/16</u>	<u>16/17</u>	<u>16/17</u>	<u>17/18</u>	<u>17/18</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>
Revenues						
Taxes	-	-	-	-	-	NA
Licenses, Permits & Franchises	-	-	-	-	-	NA
Fines, Forfeitures, & Penalties	-	-	-	-	-	NA
Use of Money & Property	-	-	-	-	-	NA
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Fund Balance Added (Used)	-	-	-	-	-	
Staffing:	8.00	8.00	8.00	8.00	8.00	
2017/18 Fund Analysis:						
					Fund Balance	
		Revenues	Expenses		Added (Used)	
GENERAL FUND	Fund # 0101	1,393,544	1,393,544		-	
		1,393,544	1,393,544		-	

Comments/Analysis of Differences:

Public Hearing Comments:

Adopted as proposed.



