

COUNTY ATTORNEY

Description

The County Attorney's Office serves as legal advisor to the County government, including its various departments, divisions, and agencies. The Office prosecutes or defends all actions involving County officials and employees arising out of acts performed in the course of their employment. In addition to litigation, the office is called upon to interpret State and Federal laws, County ordinances and County resolutions, and to draft County ordinances and proposed State legislation.

County ordinances and resolutions for presentation to the Board of Supervisors, drafts resolutions for presentation to the Economic Development Authority, and reviews and approves contracts entered into by the County, the School Board, and the Economic Development Authority.

Objectives

- To provide the County government with quality legal services.
- To protect the County treasury from damage awards as a result of litigation.

The Office also represents the County and its officials and employees in civil litigation and in criminal prosecutions of violations of certain County ordinances. The office handles a variety of cases, such as bankruptcy, civil rights, construction, corrections, employment discrimination, land use, personal injury, procurement, professional responsibility, special education, taxation, and wrongful death. For the period January 1 to December 31, 2008, 35 new lawsuits were filed in courts of record.

Budget Highlights

The County Attorney's Office is charged by statute with providing all legal services of a civil nature required by the County and its various boards, commissions, and agencies. This responsibility includes rendering legal advice to the Board of Supervisors, the County Manager and his staff, the Planning Commission, the Board of Zoning Appeals, the School Board, the Superintendent of Schools, the Economic Development Authority, department heads, key officials, and employees. The Office also drafts

At present, 27 cases are pending in state and federal courts of record, which include trial and appellate courts and the State Corporation Commission. The office made 54 appearances in these courts during the period January 1 to December 31, 2008. In addition, during that same period, the office handled 174 cases in the Henrico County General District Court and 664 cases in the Henrico County Juvenile and Domestic Relations District Court. Moreover, the office handled 22 administrative proceedings over the same period. In addition to litigation matters, the office handles a substantial volume of transactional work on

Annual Fiscal Plan

<u>Description</u>	<u>FY08 Actual</u>	<u>FY09 Original</u>	<u>FY10 Approved</u>	<u>Change 09 to 10</u>
Personnel	\$ 1,922,690	\$ 1,990,590	\$ 1,946,739	(2.2%)
Operation	233,143	108,340	102,530	(5.4%)
Capital	1,948	1,082	0	(100.0%)
Total	\$ 2,157,781	\$ 2,100,012	\$ 2,049,269	(2.4%)
 Personnel Complement	 18	 18	 18	 0

	Performance Measures			
	FY08	FY09	FY10	Change 09 to10
Workload Measures				
Cases Filed	35	24	35	11
Cases Disposed of	22	34	34	0
Administrative Proceedings	22	40	40	0
Court Appearances	946	1,000	1,000	0

behalf of County departments. This work includes; 1,176 contracts drafted or reviewed, 287 deeds and leases drafted or reviewed, 421 board papers drafted or reviewed, 290 Freedom of Information Act requests handled, 191 Subpoenas Duces Tecum handled, 27 restrictive covenants reviewed, 8 festival permit applications reviewed, 154 sets of conditional zoning proffers reviewed and 7 official opinions rendered. In addition, during the months of January through March 2008, while the General Assembly

was in session, 130 articles of proposed legislation were reviewed.

The Department's approved budget for FY2009-10 is \$2,049,269, which represents a decrease of \$50,743 or 2.4 percent from the FY2008-09 approved budget. Personnel costs for FY2009-10 decreased by 2.2 percent due to staff turnover, while operating costs decreased by 5.4 percent.