

County Attorney Summary

| | Actual FY 15 | Original Budget FY 16 | Adjusted Budget FY 16 | Budget FY 17 | % Change From Orig. FY 16 | % Change From Adj. FY 16 |
|------------------------------|------------------|-----------------------------|-----------------------------|------------------|---------------------------------|--------------------------------|
| County Attorney | \$840,698 | \$901,410 | \$897,990 | \$874,730 | -2.96% | -2.59% |
| Total County Attorney | \$840,698 | \$901,410 | \$897,990 | \$874,730 | -2.96% | -2.59% |

Mission and Goals

The Department of County Attorney provides legal representation and advice to the Carroll County Commissioners and their boards, commissions, officers and employees regarding matters affecting the County. The Department also provides advice and representation to other government agencies funded by the Board of County Commissioners.

Goals include:

- Protect the legal interests of the Board of County Commissioners
- Aid in the prompt resolution of disputes
- Ensure fair and equal treatment of citizens and employees
- Ensure that County laws, contracts, legal documents and policies are of the highest legal standard

Highlights

Between FY 11 and FY 15, the County Attorney's Office collected more than \$1.2M in delinquent accounts related to unpaid taxes and fees, medical expenses for inmates, reimbursements for accidents and bad checks. A change in procedure for collection of delinquent property taxes was implemented.

| FY 11 | FY 12 | FY 13 | FY 14 | FY 15 |
|-----------|-----------|-----------|-----------|-----------|
| \$120,848 | \$177,027 | \$270,940 | \$343,962 | \$317,208 |

Budget Changes

- The decrease from FY 16 Original to Adjusted is due to employee turnover.
- County Attorney decreases due to the elimination of a Paralegal position partially offset by a 2.5% salary increase.

County Attorney

| Description | Actual FY 15 | Original Budget FY 16 | Adjusted Budget FY 16 | Budget FY 17 | % Change From Orig. FY 16 | % Change From Adj. FY 16 |
|----------------------|------------------|-----------------------------|-----------------------------|------------------|---------------------------------|--------------------------------|
| Personnel | \$557,900 | \$623,160 | \$619,990 | \$595,400 | -4.45% | -3.97% |
| Benefits | 200,146 | 131,380 | 131,130 | 134,660 | 2.50% | 2.69% |
| Operating | 82,651 | 146,870 | 146,870 | 144,670 | -1.50% | -1.50% |
| Capital | 0 | 0 | 0 | 0 | 0.00% | 0.00% |
| Total | \$840,698 | \$901,410 | \$897,990 | \$874,730 | -2.96% | -2.59% |
| Employees FTE | 10.38 | 10.38 | 10.38 | 9.38 | ----- | ----- |

Note: FY 15 Actuals include a health and fringe allocation and other operating expenditures. The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

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Mission and Goals

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Description

This Department was created by State law to serve as in-house counsel to the Board of County Commissioners and all of the departments, bureaus, agencies, offices, quasi-judicial boards, commissions and other organizations that receive operating funds from the County.

In addition to furnishing legal advice and representation, the office handles real estate settlements, collections of delinquent accounts, zoning and building code violations, preparation of legal documents for subdivisions, and codification of County laws. It also handles cases for the local Department of Social Services and represents Carroll Community College, Carroll County Public Library, Humane Society and Sheriff's Office.

The Department serves as a resource to the citizens for general questions about County government and County and State laws.

Program Highlights

Between FY 11 and FY 15, the County Attorney's Office collected more than \$1.2M in delinquent accounts related to unpaid taxes and fees, medical expenses for inmates and reimbursements for accidents and bad checks.

Budget Changes

- The decrease from FY 16 Original to Adjusted is due to employee turnover.
- Personnel decreases due to the elimination of a Paralegal position partially offset by a 2.5% salary increase.
- Operating decreases due to a change in procedure for collection of delinquent accounts. A new method for assessing the likelihood of collecting the accounts was implemented. It eliminates fees related to filing and serving notices on accounts that are uncollectable.

Positions

| Title | Type | FTE |
|--|-------------|-------------|
| <i>Administrative Office Associate</i> | Full-time | 1.00 |
| <i>Assistant County Attorney</i> | Full-time | 2.00 |
| <i>County Attorney</i> | Full-time | 1.00 |
| <i>Deputy County Attorney</i> | Full-time | 1.00 |
| <i>Legal Administrative Assistant</i> | Full-time | 0.75 |
| <i>Legal Assistant</i> | Full-time | 3.00 |
| <i>Professionals</i> | Contractual | 0.63 |
| Total | | 9.38 |