

# County Attorney

The mission of the County Attorney's Office is to provide high quality legal representation to the Board of County Commissioners, all departments and divisions under the Board, the County Administrator, and certain boards and other officials of Leon County as directed by the Board of County Commissioners.

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## PROGRAM HIGHLIGHTS

Continued representation of Leon County in major lawsuits regarding settlement and/or litigation of various matters, including:

1. lawsuits before the Department of Community Affairs, the Second Judicial Circuit Court, the First District Court of Appeal, and the Supreme Court of Florida;
2. Bradfordville lawsuits before the Department of Community Affairs;
3. the solid waste transfer station siting lawsuit before the Second Judicial Circuit Court and First District Court of Appeals; and
3. the Talquin Electric lawsuits before the Second Judicial Circuit Court and the First District Court of Appeals.

## ADVISORY BOARD

In addition to serving as counsel to the Board of County Commissioners, the County Attorney also provides counsel to County staff, the Code Enforcement Board, the Board of Adjustments and Appeals, and the Contractor's Licensing Board.

## SUMMARY OF KEY STATUTORY RESPONSIBILITIES

Florida Statutes, Chapter 112 *Public Officers & Employees*, and Chapter 119 *Public Records*.

## SUMMARY OF KEY SERVICE FUNCTIONS

1. Handle litigation on behalf of or against Leon County, its Board of County Commissioner, officials, and employees in their capacity as a county employee.
2. Advise, counsel, and provide legal opinions to the Board of County Commissioners, all departments under the Board, and other Officials of Leon County
3. Prepare ordinances and resolutions.
4. Represent Leon County in all cases where costs in criminal matters may be charged against the County.

FY 2002/2003 THRU FY 2006/2007 FINANCIAL & STAFFING SUMMARY

	FY 00/01 Actual	FY 01/02 Adopted	FY 02/03 Budget	FY 03/04 Planned	FY 04/05 Planned	FY 05/06 Planned	FY 06/07 Planned
<u>OPERATING</u>							
Personnel	\$647,165	\$648,753	\$670,633	\$690,752	\$711,475	\$732,819	\$754,803
Operating	602,107	478,701	480,991	480,991	480,991	480,991	480,991
Capital Outlay	2,387	3,768	13,742	13,742	13,742	13,742	13,742
Grants & Aid							
<b>TOTAL</b>	<b>\$1,251,659</b>	<b>\$1,131,222</b>	<b>\$1,165,366</b>	<b>\$1,185,485</b>	<b>\$1,206,208</b>	<b>\$1,227,552</b>	<b>\$1,249,536</b>
<u>STAFFING</u>							
Full Time	9.00	9.00	9.50	9.50	9.50	9.50	9.50
O.P.S.							

FY 2002/2003 PROGRAM CHANGES & NOTES:

This program is recommended at an increased funding level. These recommendations are:

1. Routine salary and wage adjustments.
2. Labeling Software. \$11,112
3. Permanent Part-Time File Clerk. \$19,206
4. Reclassification of Legal Office Manager to Legal Administrator. \$5,236

FY 2003/2004 THRU FY 2006/2007 PLANNED INITIATIVES & NOTES:

There are no program changes requested in the outyears with exception of anticipated routine salary and wage adjustments.

# County Attorney

ACCOUNT NUMBER: 001-120-514

## PROGRAM EXPENDITURE DETAIL

Object Code	Account Description	FY 00/01	FY 01/02	FY 02/03 Requested			FY 02/03 Budget		
		Actual	Adopted	NIT	Change	Total	NIT	Change	ARB
51200	Salaries & Wages	\$522,189	\$520,860	\$525,955	\$16,213	\$542,168	\$525,955	\$16,213	\$542,168
52100	FICA Taxes	34,337	34,751	35,531	1,240	36,771	35,531	1,240	36,771
52200	Retirement	49,297	42,876	31,022	1,183	32,205	31,022	1,183	32,205
52300	L & H Insurance	39,469	48,348	55,553	1,958	57,511	55,553	1,958	57,511
52400	Workers' Comp.	1,873	1,918	1,920	58	1,978	1,920	58	1,978
TOTAL PERSONAL SERVICES		\$647,165	\$648,753	\$649,981	\$20,652	\$670,633	\$649,981	\$20,652	\$670,633
53100	Prof. Services	491,344	400,000	400,000		400,000	400,000		400,000
53300	Crt. Reporter Svcs.	20,673	10,000	10,000		10,000	10,000		10,000
53400	Other Contract Svcs.	15,295	11,400	11,400		11,400	11,400		11,400
54000	Travel & Per Diem	9,541	9,050	9,050		9,050	9,050		9,050
54100	Communication	3,926	2,560	2,560	870	3,430	2,560	870	3,430
54200	Postage	2,025	1,344	1,344		1,344	1,344		1,344
54400	Rentals & Leases	4,856	4,800	4,800		4,800	4,800		4,800
54600	Repair & Maint.	1,536	1,411	1,411		1,411	1,411		1,411
54700	Printing & Binding	1,356	2,400	2,400		2,400	2,400		2,400
55100	Office Supplies	4,892	3,945	5,075	290	5,365	5,075	290	5,365
55200	Operating Supplies	4,064	1,000	1,000		1,000	1,000		1,000
55400	Bks, Pubs, & Memb.	42,227	30,041	30,041		30,041	30,041		30,041
55401	Training	372	750	750		750	750		750
TOTAL OPERATING EXPENSES		\$602,107	\$478,701	\$479,831	\$1,160	\$480,991	\$479,831	\$1,160	\$480,991
56400	Mach. & Equip.	2,387	3,768		13,742	13,742		13,742	13,742
TOTAL CAPITAL OUTLAY		\$2,387	\$3,768		\$13,742	\$13,742		\$13,742	\$13,742
PROGRAM TOTAL		\$1,251,659	\$1,131,222	\$1,129,812	\$35,554	\$1,165,366	\$1,129,812	\$35,554	\$1,165,366

## PROGRAM STAFFING DETAIL

STAFFING TABLE	FY 00/01	FY 01/02	FY 02/03 Requested			FY 02/03 Budget		
	Actual	Adopted	NIT	Change	Total	NIT	Change	ARB
Assistant County Attorney	2.00	2.00	2.00		2.00	2.00		2.00
County Attorney	1.00	1.00	1.00		1.00	1.00		1.00
File Clerk	1.00	1.00	1.00	0.50	1.50	1.00	0.50	1.50
Legal Administrator	1.00	1.00	1.00		1.00	1.00		1.00
Legal Secretary II	1.00	1.00	1.00		1.00	1.00		1.00
Legal Secretary III	1.00	1.00	1.00		1.00	1.00		1.00
Paralegal	1.00	1.00	1.00		1.00	1.00		1.00
Senior Asst County Attorney	1.00	1.00	1.00		1.00	1.00		1.00
Total	9.00	9.00	9.00	0.50	9.50	9.00	0.50	9.50