

# **COUNTY ATTORNEY**

**FY08 Budget  
Information Session  
April 19, 2007**

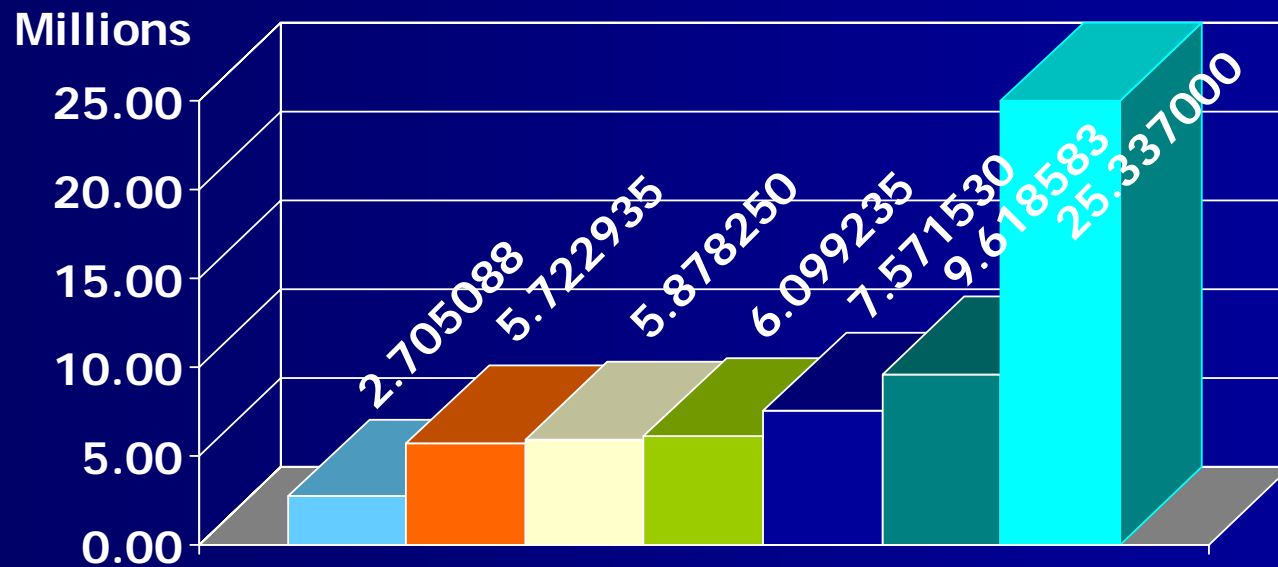
# Mandate

The Office of the County Attorney is responsible for the representation of the Board of County Commissioners, Constitutional Officers, and all of the departments, divisions, regulatory boards and advisory boards of county government in all legal matters relating to their official responsibilities. The Office of the County Attorney is responsible for the prosecution and defense of all civil actions for and on behalf of county government and reviews all ordinances, resolutions, contracts, bonds, and other written instructions.

# Department Direction/Highlights

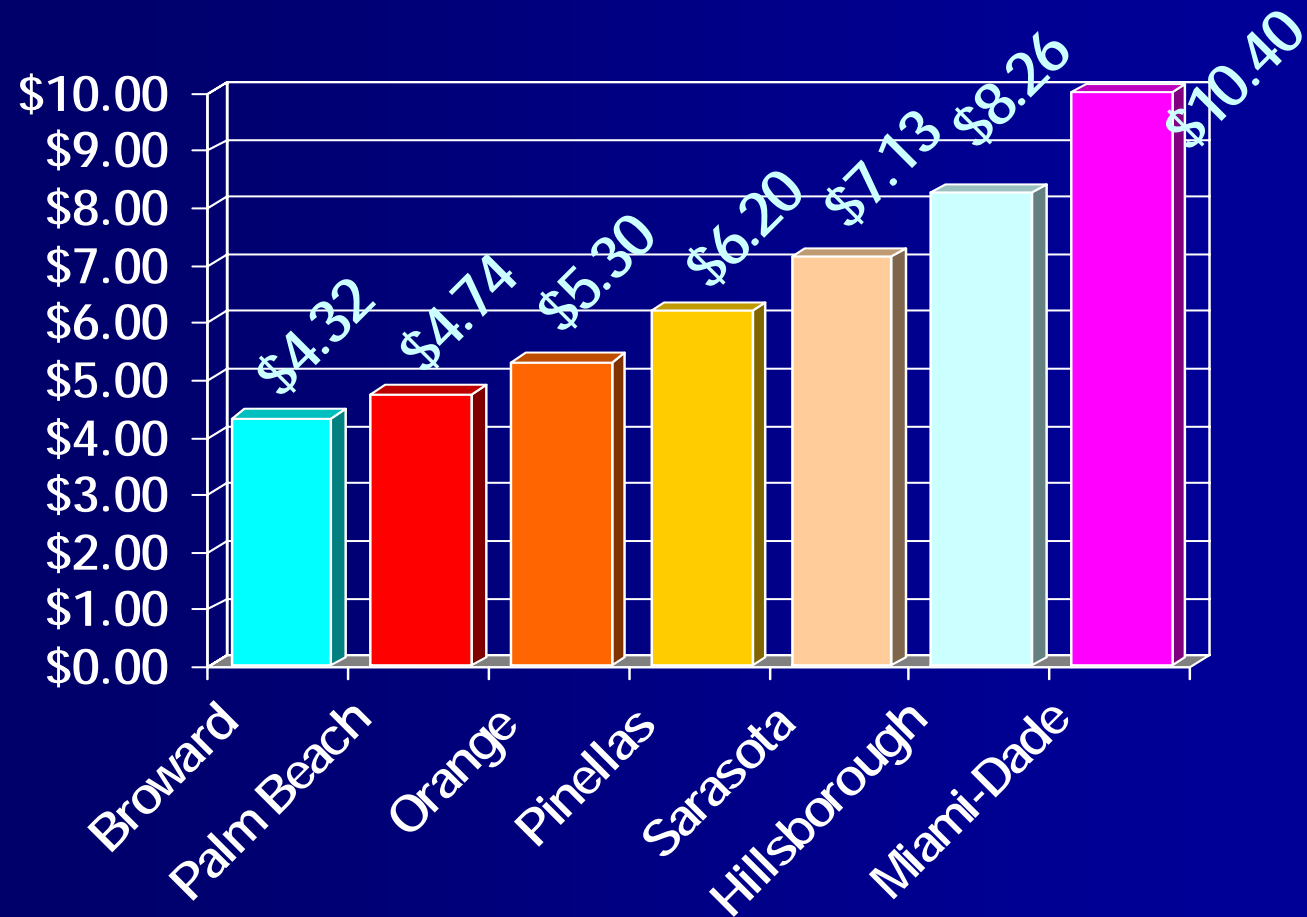
- Chart A – Comparison of County Attorneys' Office Budgets
- Chart B – Cost per Capita (Budget/Population)
- Chart C – Comparison of County Attorneys' Staffing and Budgets
- Chart D – Open Cases by Year
- Chart E – Historical Staffing
- Chart F – Organizational Chart with Allocations
- Chart G – Privatization: Outside Counsel Contracts
- Chart H – Privatization: Declining Costs – Outside Counsel Expenditures

## CHART A – Comparison of County Attorneys' Office Budgets



Sarasota	Orange	Pinellas	Palm Beach
Broward	Hillsborough	Miami-Dade	

## CHART B – Cost per Capita (Budget/Population)



## CHART C - Comparison of County Attorneys' Staffing and Budgets

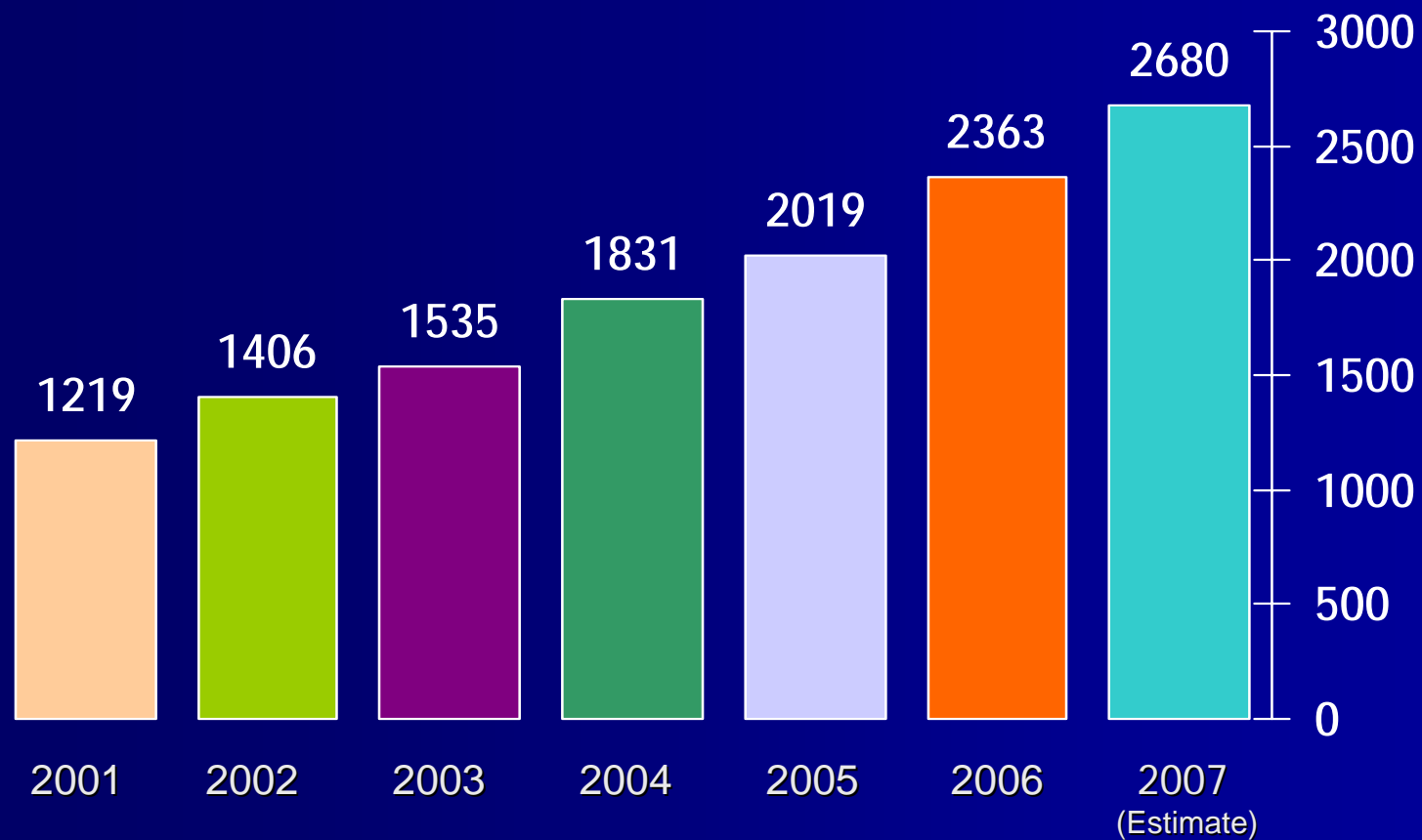
<u>COUNTY</u>	<u>STAFF/ATTY</u>	<u>BUDGET</u>	<u>POPULATION</u>	<u>CONSTITUTIONAL OFFICERS</u>
<b>Broward</b>	74 total staff 42 Attorneys	\$ 7,571,530	1,753,162	No
<b>Palm Beach</b>	59 total staff 28 Attorneys	\$ 6,099,235	1,287,987	Yes*
<b>Orange</b>	50 total staff 26 Attorneys	\$ 5,722,935	1,079,524	No
<b>Pinellas</b>	48 total staff 24 Attorneys	\$ 5,878,250	948,102	Yes
<b>Hillsborough</b>	86 total staff 40 Attorneys	\$ 9,618,583	1,164,425	Yes**
<b>Miami-Dade</b>	147 total staff 80 Attorneys	\$ 25,337,000	2,437,022	Yes***
<b>Sarasota</b>	23 total staff 11 Attorneys	\$ 2,705,088	379,386	Yes

\* Yes, but only one, the Supervisor of Elections

\*\* Upon request

\*\*\* Yes, however, the Clerk is the only elected Constitutional Officer, and they generally do not represent him

## CHART D – Open Cases by Year



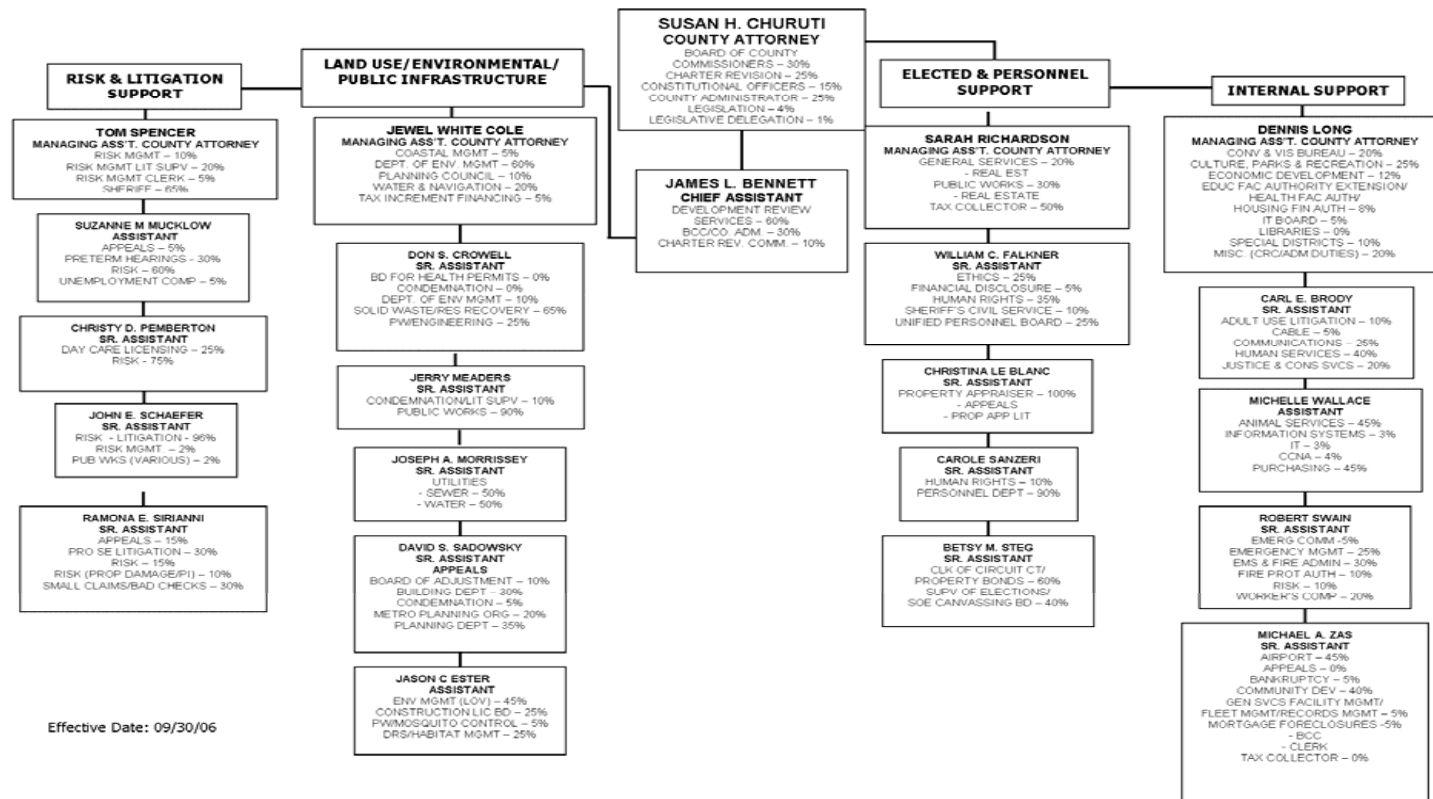
## CHART E – Historical Staffing





# CHART F – Organizational Chart with Allocations

## PINELLAS COUNTY ATTORNEY'S OFFICE

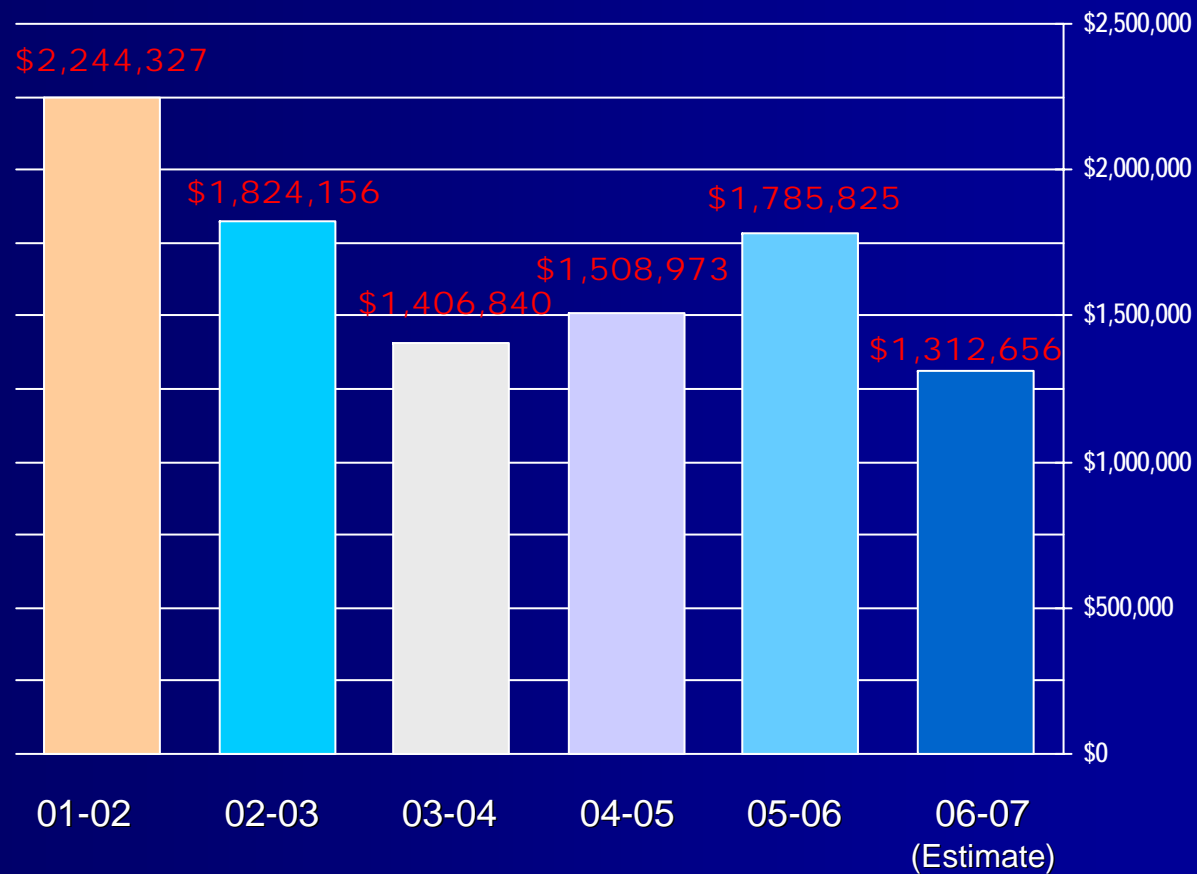


# CHART G – Privatization: Outside Counsel Contracts

\* Indicates conflict of interest exists  
Underlining indicates new contracts since April 2006

\* Battaglia, Ross, Dicus & Wein, P.A.  
Bryant Miller & Olive, P.A.  
Ronald K. Cacciatore  
Carlton Fields, P.A.  
Leslie M. Conklin, Esquire  
de la Parte & Gilbert, P.A.  
Foley & Lardner  
\* Ford & Harrison  
\* Fowler, White, Boggs, Banker  
Gulfcoast Legal Services, Inc.  
\* Holland & Knight, LLP  
Fred McCormack, LLC  
Miller & Van Eaton, P.L.L.C.  
Nabors, Giblin & Nickerson, P.A.  
Oertel, Fernandez, Cole & Bryant, P.A.  
\* Stephen G. Watts, P.A.  
Williams, Mullen, Clark & Dobbins  
Young van Assenderp, P.A.  
Zinober & McCrea

## CHART H – Privatization: Declining Costs - Outside Counsel Expenditures



# Objectives/Goals

- Implementation of Special Master system.
- Coordination of consistency review of countywide plan.
- Support for general election activity.
- Provide legal support for the expansion of revenue-generated programs for Culture, Education and Leisure Department.
- Continue use of certified legal internship and the land use symposium programs to include the University of Florida School of Law as well as Stetson University College of Law to enhance the learning process of students, and to receive legal support services at no expense to Pinellas County. This semester there are six interns.
- Encourage the continuation of the certification process by the Florida Bar for City, County and Local Government Law for County Attorney employees. This includes at least five years experience, peer review by certified attorneys, enhanced continuing legal education, and the passing of an extensive written examination. Currently, 10 attorneys are Board Certified.

# CHART A –Board Certification and Retention

## BOARD CERTIFICATION AND RETENTION

*	Susan H. Churuti	March 1981
	John E. Schaefer	July 1983
	William C. Falkner	January 1985
*	James L. Bennett	October 1987
*	Joseph A. Morrissey	February 1988
*	David S. Sadowsky	December 1988
*	Sarah Richardson Straley	September 1989
	Betsy M. Steg	October 1993
	Carole Sanzeri	May 1994
*	Jewel W. Cole	July 1996
	Michael A. Zas	October 1996
	Carl E. Brody	July 1997
*	Christy D. Pemberton	August 1997
*	Donald S. Crowell	September 1999
	Robert C. Swain	November 2001
*	Thomas E. Spencer	December 2001
	Christina M. LeBlanc	May 2002
*	Dennis R. Long	December 2002
	Michelle A. Wallace	October 2003
	Suzanne M. Mucklow	January 2005
	Jason C. Ester	January 2006
	Shannon R. Kennedy	January 2007
	Barbara S. Oklesen	February 2007

\* = Board Certified

10 out of 23 are Board Certified

## CHART B – Cross-training Table

ADMINISTRATOR	SHC – JLB – DRL – TES – JWC – SRS
ADULT USE LITIGATION	CEB – JLB – TES – DRL
AIRPORT	MAZ – DRL
ANIMAL SERVICES	MAW – CDP – BMS – JWC – DSC – DRL
BAIL BOND FORFEITURES	BMS – MAZ – SRS
BANKRUPTCY	MAZ – CML – SRS – DSC – DRL
BCC	SHC – JLB – DRL – TES – JWC – SRS
BOARD OF HEALTH PERMITS	DSC – JES – SHC – WCF – JWC
BOARD OF ADJUSTMENT	DSS – JLB – SRS – JWC – DSC
BUILDING	DSS – JLB – DSC – JWC
CABLE TV	JLB – SHC – CEB
CANVASSING BOARD	BMS – SRS – SHC
CHARTER REVISION	SHC – JLB – SRS – BMS – DRL – TES
CLERK OF COURT	BMS/SMM – MAZ – CEB – SRS
COASTAL MANAGEMENT	JWC – JLB – DSS
COMMUNICATIONS	CEB – SHC – JLB – DRL
COMMUNITY DEVELOPMENT	MAZ – SHC – JWC – CML – DRL – SRS (Dansville)
CONDEMNATION	BSO – BMS – DSS – JAM – SHC – DSC – JWC
CONSTITUTIONAL OFFICERS	SHC – JLB – SRS – BMS – TES – CML – DRL – SMM – CDP
CONSTRUCTION CONTRACTS	BSO – DSC – MAW – BMS – JAM – SRS

# Accomplishments

- Completion of the Charter Review Commission.
- Municipal Code available online.
- Coordination of insurance benefits with Constitutional Officers.
- Substantial completion of Special Master procedure for local ordinance violations.
- Successful completion of Mobile Home Relocation Ordinance and implementation of housing initiatives.
- National Incident Management System (NIMS) training for 12 attorneys.

# Budget Overview

- Continued use of established temporary positions to provide research support. Renewal of these positions more cost effective than permanent positions.
- Net budget increase of 7.9% (\$465,400) primarily attributed to Personal Services increase of 8.3% (\$456,850) and 3% (\$10,550) increase in Operating Expenses.
- Overall Operating Expenses increase due primarily to inter-governmental allocations as well as overall increased membership dues, publication/subscription costs, continued/expanded Westlaw/Lexis on-line computer research.

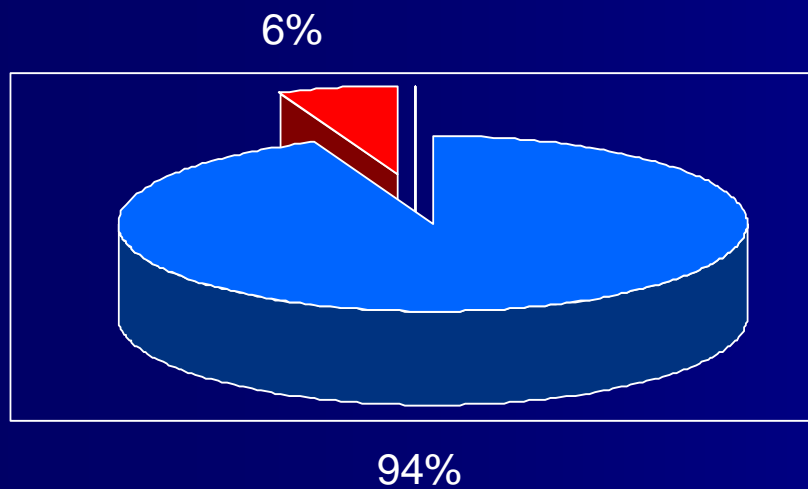


# Budget Summary

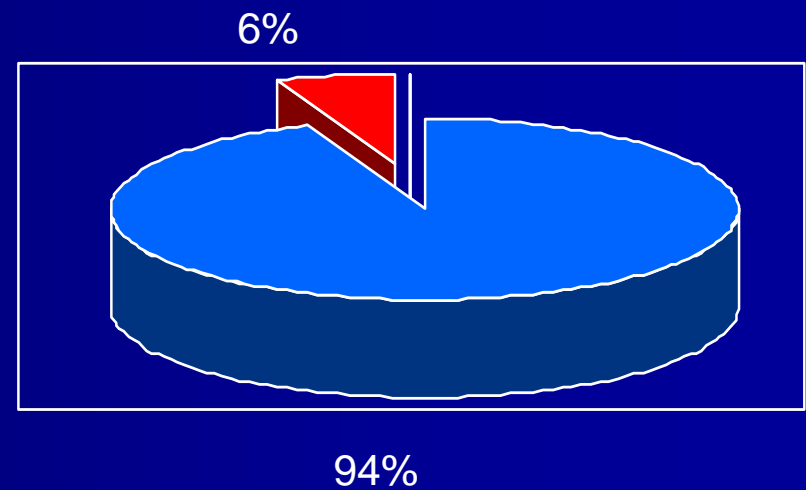
	FY07 Budget	FY08 Request	Variance	%
Personal Services	\$5,518,220	\$5,975,070	\$456,850	8.3%
Operating Expenses	\$358,030	\$368,580	\$10,550	3.0%
Capital Outlay	\$2,000	\$0	-\$2,000	-100%
<b><i>Totals</i></b>	<b><i>\$5,878,250</i></b>	<b><i>\$6,343,650</i></b>	<b><i>\$465,400</i></b>	<b><i>7.9%</i></b>

# Budget Summary Chart

FY07 Request



FY08 Request



- Trfrs/Res
- Pers Svcs
- Operating Exp
- Capital Outlay

# Summary of Programs

- The Office of the County Attorney is responsible for the representation of the Board of County Commissioners, Constitutional Officers, and all the departments, divisions, regulatory boards and advisory boards of county government in all legal matters relating to their official responsibilities. The Office of the County Attorney is responsible for the prosecution and defense of all civil actions for and on behalf of county government and reviews all ordinances, resolutions, contracts, bonds and other written instructions.

# Balanced Scorecard Performance Measures

- Percentage of clients who feel services exceed expectations or were exceptional.
- Outside counsel expenditures.
- Turnover rate of staff.
- Percentage implementation of integrated caseload management.
- Percentage of staff cross-trained in at least 2 areas/3 areas.
- Percentage of staff that are Board Certified.

# All County Advisory Boards

- Agency on Bay Management
- Arts Council
- Circuit Conflict Committee
- Disaster Advisory Committee
- Economic Development Authority
- Environmental Forum
- Florida Association of Counties
- Homeless Policy Group
- Florida League of Cities
- Metropolitan Planning Organization
- Citizen Advisory Committee (MPO-CAC)
- Metropolitan Planning Organization Technical Coordinating Committee (MPO-TCC)
- Noise Abatement Task Force
- Park Board
- Pinellas County Law Library Board
- Pre-Qualification Committee
- Public Access Advisory Council
- Public Safety Coordinating Council
- Social Action and Mental Health Funding Advisory Board
- Solid Waste Technical Management Committee
- Substance Abuse Advisory Board
- Suncoast Health Council
- Tampa Bay Estuary Program
- Youth Advisory Committee
- Zoning Examiner

# All County Regulatory Boards

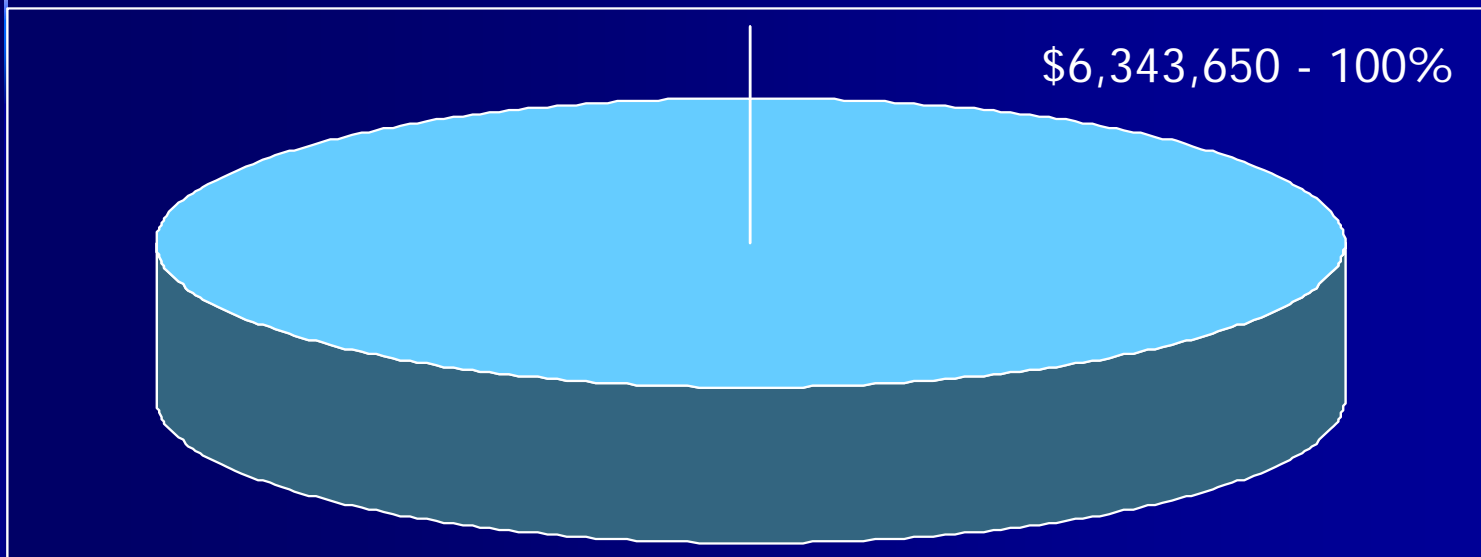
- Affirmative Action Committee
- Area Agency on Aging
- Board for Health Permits
- Pinellas County Board Of Adjustment
- Board of County Commissioners
- Building Board for Examining, Adjustments and Appeals
- Charter Review Commission
- Civil Service Board
- Construction Licensing Board
- Educational Facilities Authority
- Election Canvassing Board
- Electrical Board for Examining, Adjustments and Appeals
- Emergency Medical Services Advisory Council
- Emergency Medical Services Authority
- Feather Sound Municipal Services Taxing Unit
- Fire Protection Authority
- Foundation for Mental Health in Pinellas, Inc.
- Gas Board for Examining, Adjustments and Appeals
- Greater Seminole Area Special Recreation District
- Health Facilities Authority
- Historical Commission
- Housing Finance Authority
- Information Technology Board

# All County Regulatory Boards (Con't.)

- Legislative Delegation
- Library Cooperative
- License Board for Children's Centers and Family Day Care Homes
- Medical Control Board
- Metropolitan Planning and Organization (MPO)
- Mosquito Control Board
- Neighborhood Lending Partners
- Palm Harbor Community Services District
- Pinellas County Public Employees Relations Commission (PERC)
- Pinellas Opportunity Council
- Pinellas Park Water Management District
- Pinellas Planning Council
- Plumbing and Mechanical Board for Examining, Adjustments and Appeals
- Sheriff's Civil Service Board
- Swimming Pool Board for Examining, Adjustments and Appeals
- Tampa Bay Regional Planning Council
- Tampa Bay Water
- Tourist Development Council
- Unified Personnel Board
- Value Adjustment Board (VAB)
- Water, Navigation and Control Authority
- WorkNet Pinellas Board

# Program Assignment Chart

Strategic Focus Area: Effective Government



■ Mandatory

■ Non-Mandatory



# Future Service Delivery Opportunities/Challenges

- Increased revenue from Special Master process.
- Increased workload relating to imposition and collection of ad valorem taxes for all taxing authorities (e.g., School Board, cities).
- Closer examination of legal relationship between Board of County Commissioners and various advisory and regulatory boards (e.g., Metropolitan Planning Organization, Legislative Delegation).

# QUESTIONS / COMMENTS