

Mission Statement

The mission of County Counsel is to provide quality, timely, and sound legal advice, services and representation in all civil and administrative proceedings to the Board of Supervisors, elected and appointed department heads, County departments, staff, and special districts.

Department Description and Key Issues

County Counsel currently consists of Counsel, five attorneys, and four administrative staff. As the County's Chief Legal Officer, Counsel serves as the attorney for Butte County including the Board of Supervisors and all County offices, departments, boards, commissions, the Grand Jury, and some special districts.

County Counsel is a support organization; the work is client-driven without any independent objectives. County Counsel is dedicated to the principle that thoughtful, credible, and ethical legal services lead to fewer lawsuits, lower liability costs, better services, and better County government. By interpreting the law in a sound and consistent manner, the office enables clients to reach their objectives in accordance with local, State, and federal law, thereby avoiding, to the extent possible, challenge and confusion.

County Counsel has the primary responsibility for providing legal advice and assistance to the Board of Supervisors and County staff on matters such as: public policies; land use; human/social services; civil actions; risk management and insurance; municipal and public law; tort law; resources law; environmental law; nuisance abatement; personnel benefits, retirement and labor relations law; and construction, facilities, and real estate law. The attorneys in County Counsel prepare Board reports and recommendations; prepare legal opinions; draft ordinances, resolutions, and proposed legislation; represent the County before the legislature as directed; formulate litigation strategies; oversee legal research and investigations; act as trial counsel in State court, federal court, and administrative proceedings; monitor legal developments; retain and manage outside counsel; and serve as attorneys for the County in all civil actions.

COUNTY COUNSEL BUDGET

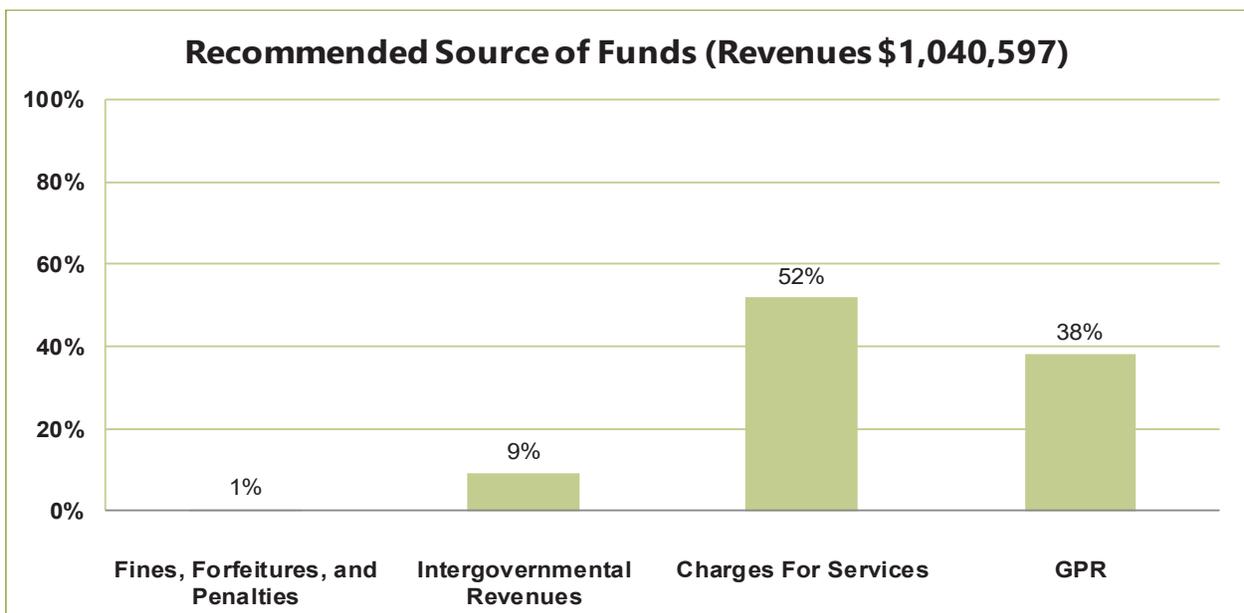
	2018-19 Actuals	2019-20 Adopted	2020-21 Requested	2020-21 Recommended
Fines, Forfeitures, and Penalties	5,500	6,000	6,000	6,000
Intergovernmental Revenues	47,340	54,734	96,792	96,792
Charges For Services	528,150	587,148	539,812	539,812
Miscellaneous Revenues	5	-	-	-
Total Revenues	\$ 580,995	\$ 647,882	\$ 642,604	\$ 642,604
Salaries and Employee Benefits	1,526,371	1,628,503	1,668,089	1,668,089
Services and Supplies	528,168	744,351	640,562	640,562
Other Charges	15,174	14,975	14,477	14,477
Special Items	(1,567,242)	(1,432,936)	(1,283,698)	(1,282,531)
Total Expenditures	\$ 502,471	\$ 954,893	\$ 1,039,430	\$ 1,040,597
Net Costs/Use of Fund Balance	\$ (78,524)	\$ 307,011	\$ 396,826	\$ 397,993

Source of Funds (Revenues)

- Charges for services include revenue from non-General Fund departments and outside agencies for legal services provided by the department.
- General purpose revenue (GPR) is the General Fund contribution to operate the department.
- Intergovernmental revenues are revenues from internal service funds, the Neal Road Recycling and Waste Facility, and non-County entities for services provided by the department.
- Fines, forfeitures and penalties include revenue received from judgments and/or settlements.

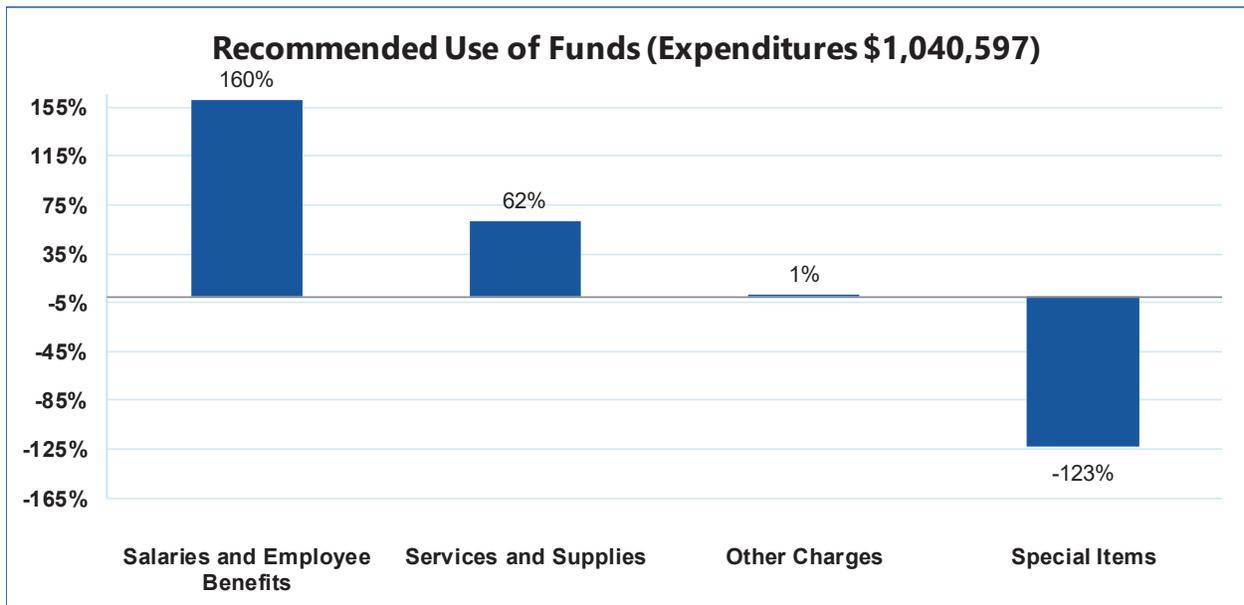
Full Time Equivalent Position Allocations	Total
2016-17 Adopted Positions	10.00
2017-18 Adopted Positions	10.00
2018-19 Adopted Positions	10.00
2019-20 Adopted Positions	10.00
2019-20 Current Positions *	10.00
2020-21 Recommended Positions	10.00

*As of 4/14/2020



Use of Funds (Expenditures)

- Salaries and benefits is the largest expenditure category for the department. Due to the Special Items category containing negative expenditures, Salaries and Benefits show as more than 100% of budget.
- Services and supplies include contracts for services such as outside legal counsel. Office supplies, utilities, and training are also included.
- Other charges include interfund transfers for the department’s share of depreciation on facilities.
- Special items include both positive expenditures (transfers) and negative expenditures (reimbursements), which result in an overall negative expenditure for the category. The components of this category include:
 - Transfers for the department’s share of costs for support services provided by County Administration, Auditor-Controller’s Office, Department of General Services, Department of Human Resources, Department of Information Systems, and Treasurer-Tax Collector’s Office.
 - Reimbursements to County Counsel’s Office from General Fund departments for support services provided, which are reflected as negative expenditures.



Summary of Budget Request and Recommendation

Salaries & Employee Benefits

Requested

- The department budget request includes funding to maintain current staffing levels.

Recommended

- The recommendation includes funding to maintain current staffing levels.

Services & Supplies

Requested

- The department budget request includes funding to maintain current service levels.

Recommended

- The recommendation includes funding to maintain current service levels.

Capital Assets

Requested

- The department budget request does not include any capital assets.

Recommended

- The recommendation does not include any capital assets.

BUTTE COUNTY
 FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT
 GOVERNMENTAL FUNDS
 FISCAL YEAR 2020-21

BUDGET UNIT: 100 - COUNTY COUNSEL
 FUNCTION: GENERAL GOVERNMENT
 ACTIVITY: COUNSEL
 FUND: 0010 - GENERAL FUND

Detail by Revenue Category and Expenditure Object	2018-19 Actual	2019-20 Estimated	2020-21 Requested	2020-21 Recommended	2020-21 Adopted by Board of Supervisors
1	2	3	4	5	6
REVENUES					
430 FINES,FORFEITURES & PNLTY	5,500	6,000	6,000	6,000	-
450 INTERGOVERNMENTAL REVENUES	47,340	54,734	96,792	96,792	-
460 CHARGES FOR SERVICES	528,150	587,148	539,812	539,812	-
470 MISCELLANEOUS REVENUE	5	-	-	-	-
TOTAL REVENUES	\$580,995	\$647,882	\$642,604	\$642,604	-
EXPENDITURES/APPROP.					
510 SALARIES & EMPLOYEE BENE	1,526,371	1,628,503	1,668,089	1,668,089	-
520 SERVICES & SUPPLIES	528,168	744,351	640,562	640,562	-
550 OTHER CHARGES	15,174	14,975	14,477	14,477	-
590 SPECIAL ITEMS	(1,567,242)	(1,432,936)	(1,283,698)	(1,282,531)	-
TOTAL EXPENDITURES/APPROP.	\$502,471	\$954,893	\$1,039,430	\$1,040,597	-
NET COSTS/USE OF FUND BALANCE	(\$78,524)	\$307,011	\$396,826	\$397,993	-