

KEY WORKPLAN ITEMS

1. Represent County in court cases and administrative hearings such as child and adult protective services
2. Provide counsel to the Board of Supervisors, County Administrator and Department Managers on County related topics and assist with matters such as property acquisition and disposal, tax collection, code enforcement, community development, insurance, and personnel matters
3. Update the County Code Book three times a year
4. Review requests made under the Virginia Freedom of Information Act (FOIA) to County Departments and coordinate response
5. Monitor legislation during the General Assembly's session and lobby on behalf of the County for legislative actions which support the County's Legislative Program

BUDGET SUMMARY

	FY 12 Adopted	FY 13 Adopted	FY 14 Plan
Personnel	\$ 511,325	\$ 541,255	\$ 545,707
Operating	18,300	29,100	19,400
Legal Services	36,900	11,100	11,100
Received from Other Organizations	(72,000)	(72,000)	(72,000)
Total	\$ <u>494,525</u>	\$ <u>509,455</u>	\$ <u>504,207</u>

PERSONNEL

Full-time Personnel	5	5	5
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PERFORMANCE MEASURES

	FY 11 Actual	FY 12 Projected	FY 13 Adopted	FY 14 Plan
# Documents reviewed/drafted	5,517	5,972	5,975	5,980
# Court appearances	264	296	310	315
Hours developing/tracking legislation	562	598	575	575

BUDGET COMMENTS

This budget includes funding for required printing of documents for the filing of an appeal to the Virginia Supreme Court. The County Attorney's Office serves as legal counsel for the Williamsburg Regional Library, Economic Development Authority, James City Service Authority and the Williamsburg Area Transit Authority and fees for those services reimburse 12 percent of the operations of the office.