

Department Mission:

The mission of the Klamath County Counsel's office is to provide Klamath County with the best legal support possible to achieve Klamath County's goals and objectives and to preserve and protect Klamath County resources.

Mandated Services:

County Counsel services are not mandated by state law but by the client, the Board of County Commissioners (BOCC). Some of those services are:

- Advise BOCC on legal matters; attend Public Hearings;
- Review all weekly agenda items that are presented to the BOCC (blue sheets - 275 as of 3/15/2013);
- Review all county contracts, agreements and orders (197 as of 3/15/2013);
- Prepare Resolutions, Orders and Ordinances as directed by the BOCC;
- Special District annexations, formations, withdrawals;
- Prepare Ballot Titles as directed by the BOCC;
- Attend Executive Sessions and prepare notices;
- Various County department projects as authorized by the BOCC;
- Requests for legal advice from various County departments;
- Represent County at numerous meetings & mediation;
- Coordinate with outside Counsel on all litigation;
- Current court/case load (3/15/2013): Federal – 0; State – 10; Land Use Board of Appeals (LUBA) – 2; Torts – 20; State Appeals - 0.

Department Overview:

County Counsel's office consists of one attorney and one paralegal. Although the client is actually "Klamath County" as represented by the **Board** of County Commissioners, our office strives to provide the best legal advice not only to the Board, but each County department on a wide variety of issues thereby limiting the possibility of litigation and the costs associated with it.

Successes and Challenges:

There has been an increase in litigation matters. As our office is limited to one counsel, it has become increasingly necessary to refer some matters to outside counsel. This causes increased costs as outside attorney fees range from \$200/hour up to \$400/hour (attorney only) vs. in-house counsel which, including benefits, costs the County \$111/hour (counsel and paralegal combined). As a practical matter, the overload of legal issues means we have been too often reactive on our legal advice, rather than proactive. Budget constraints do not allow for additional assistant counsel, and the major challenge next year will be efficiently prioritizing appropriate legal matters and – unfortunately – declining to provide service on others.

Budget Overview:

County Counsel's office is completely funded through administrative costs and does not receive outside revenue.

These are not mandated services; but by having in-house counsel, it not only provides the County with a significant cost savings, it also provides:

- Ease of accessibility
- Client knowledge
- Working relationships with the Board and Departments
- Fees versus incentive to solve problems efficiently
- Credibility issues (perception).

Key issues:

Long-term challenges are an extension of next year's short-term challenges. Klamath County's legal demands are growing, and there is no capacity for expansion. Costs for outside counsel on limited matters can be efficient, especially when an area of expertise is required. But for general matters, paying hourly rates to private attorneys is far more costly than in-house advice. A long-term strategy to provide comprehensive services will necessarily involve creation of assistant county counsel positions.

Klamath County, Oregon
2013-2014 Budget Financial Presentation
103 County Counsel

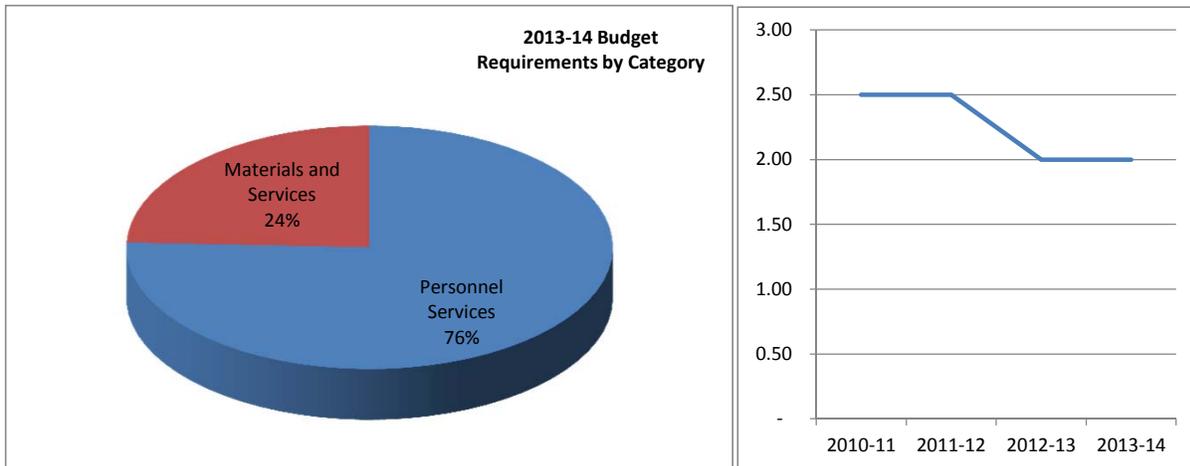
	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Budget
Requirements by Budgetary Category				
Personnel Services	198,113	211,321	213,738	229,959
Materials and Services	68,539	53,606	62,156	74,157
Interfund Transfers	521	1,581	1,350	-
Total Requirements by Budgetary Category	267,173	266,508	277,244	304,116

Requirements by Fund				
Internal Services (150)	267,173	266,508	277,244	304,116
Total Requirements by Fund	267,173	266,508	277,244	304,116

Resources by Budgetary Category				
Charges for Services	100	100	-	-
Interfund Transfers	267,048	266,339	277,244	304,116
Miscellaneous	25	69	-	-
Total Resources by Budgetary Category	267,173	266,508	277,244	304,116

Full-Time Employee Equivalents	2.50	2.50	2.00	2.00
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Mandate	Total Cost	Personnel Services	FTE
County Counsel	304,116	229,959	2.00
Total Mandates	304,116	229,959	2.00



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Department	Title	GL Account	FTE	Union	Current Grade	Current Step	Cell Phone	Wages w/out COLA	Unemployment	FICA	Medicare	KCWC-WCOMP	WC	Medical CAP	Life Insurance	STD	Retirement/PERS Amount	Grand Total w/Benefits
							63990		63980	63930	63930	63941	63940	63950	63951	63952	63960/63970	
County Counsel	County Counsel	15015110361080	1.0000	Non-union	DF19	7	\$1,440.00	\$107,817.84	\$2,479.81	\$6,684.71	\$1,563.36	\$2,479.81	\$34.45	\$9,300.00	\$86.04	\$20.40	\$17,250.85	\$147,717.27
County Counsel	Paralegal	15015110361548	1.0000	Non-Union	UH24	7	\$0.00	\$56,814.48	\$1,306.73	\$3,522.50	\$823.81	\$1,306.73	\$34.45	\$9,300.00	\$20.88	\$20.40	\$9,090.32	\$82,240.30
			2.0000				\$1,440.00	\$164,632.32	\$3,786.54	\$10,207.20	\$2,387.17	\$3,786.54	\$68.90	\$18,600.00	\$106.92	\$40.80	\$26,341.17	\$229,957.57

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**LIVE Klamath County LIVE
Budget Worksheet Report**

Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2014 Proposed	Change	Percentage Change
Fund: 150 - Internal Services							
Department: 151 - Internal Service							
Sub Department: 103 - County Counsel							
<u>Revenues</u>							
CS - Charges for Service							
34015	Fees - Special District	100.00	100.00	0.00	0.00	0.00	N/A
Account Classification Total: CS - Charges for Service		\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	0%
MI - Miscellaneous							
36100	Miscellaneous	25.00	69.29	0.00	0.00	0.00	N/A
Account Classification Total: MI - Miscellaneous		\$25.00	\$69.29	\$0.00	\$0.00	\$0.00	0%
TI - Interfund Transfers							
36760	Trans - Admin Non Dept	267,047.59	266,338.88	277,244.00	304,116.00	26,872.00	10%
Account Classification Total: TI - Interfund Transfers		\$267,047.59	\$266,338.88	\$277,244.00	\$304,116.00	\$26,872.00	10%
Sub Department Total: 103 - County Counsel		\$267,172.59	\$266,508.17	\$277,244.00	\$304,116.00	\$26,872.00	10%
<u>Expenditures</u>							
PS - Personnel Services							
60682	Contract/Grant Specialist	7,380.49	9,217.14	0.00	0.00	0.00	N/A
61080	County Counsel	92,417.24	98,137.38	102,057.00	106,378.00	4,321.00	4%
61548	Paralegal	51,550.56	54,979.92	56,597.00	56,815.00	218.00	0%
63930	FICA	10,795.22	11,870.69	12,247.00	12,594.00	347.00	3%
63940	Workmans Compensation Tax	43.66	57.70	75.00	69.00	(6.00)	-8%
63941	Workmans Compensation	0.00	1,149.79	3,682.00	3,787.00	105.00	3%
63950	Medical Insurance	16,222.58	15,057.20	16,200.00	18,600.00	2,400.00	15%
63951	Life Insurance	125.04	108.54	107.00	107.00	0.00	0%
63952	Short Term Disability	40.80	40.80	41.00	41.00	0.00	0%
63960	Retirement - General	14,529.08	15,456.04	17,610.00	26,341.00	8,731.00	50%
63980	Unemployment Compensation	3,567.86	3,805.63	3,682.00	3,787.00	105.00	3%
63990	Cell Phone Allowance	1,440.00	1,440.00	1,440.00	1,440.00	0.00	0%
Account Classification Total: PS - Personnel Services		\$198,112.53	\$211,320.83	\$213,738.00	\$229,959.00	\$16,221.00	8%

MS - Material and Services

