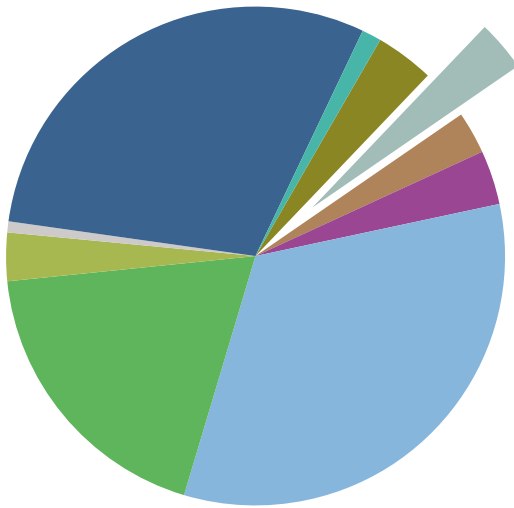


Mission Statement

The County Attorney's Office provides quality and timely legal assistance, advice and litigation services to the Board of County Supervisors, the County Executive, departments, agencies, and employees of Prince William County in the performance of their duties.



General Government Expenditure Budget:
\$139,495,276

Expenditure Budget:
\$4,161,774



3.3% of General Government

Programs:

- County Attorney: \$4,161,774

Mandates

The Code of Virginia provides that with the appointment of a County Attorney, the Commonwealth Attorney is relieved of any duty to the locality regarding civil matters. All civil matters are handled by the County Attorney, including advising the governing body and all boards, departments, agencies, officials and employees of the locality, drafting or preparing ordinances, defending or bringing actions in which the local government or any of its boards, departments or agencies, or officials or employees are a party, and in any other manner advising or representing the local government, its boards, departments, agencies, officials and employees. The Board of County Supervisors has enacted additional local mandates for which the County Attorney is responsible.

State Code: [15.2-1542](#) (Creation of office of county, city or town attorney authorized), [15.2-529](#) (Appointment of county attorney), [15.2-633](#) (Office of the county attorney), [63.2-1949](#) (Authority of city, county, or attorney)

County Code: [Chapter 2](#) (Administration), [Chapter 5](#) (Home Improvement Contractor License), [Chapter 5.6](#) (Cable Television), [Chapter 9.2](#) (Fire Prevention and Protection), [Chapter 10.1](#) (Human Rights), [Chapter 16](#) (Miscellaneous Offenses), [Chapter 20](#) (Unclaimed Money and Property), [Chapter 22](#) (Refuse), [Chapter 32](#) (Zoning)



Expenditure and Revenue Summary

Expenditure by Program	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Adopted	FY22 Proposed	% Change Budget FY21/ Budget FY22
County Attorney	\$3,812,215	\$3,890,159	\$4,068,253	\$4,069,261	\$4,161,774	2.27%
Total Expenditures	\$3,812,215	\$3,890,159	\$4,068,253	\$4,069,261	\$4,161,774	2.27%

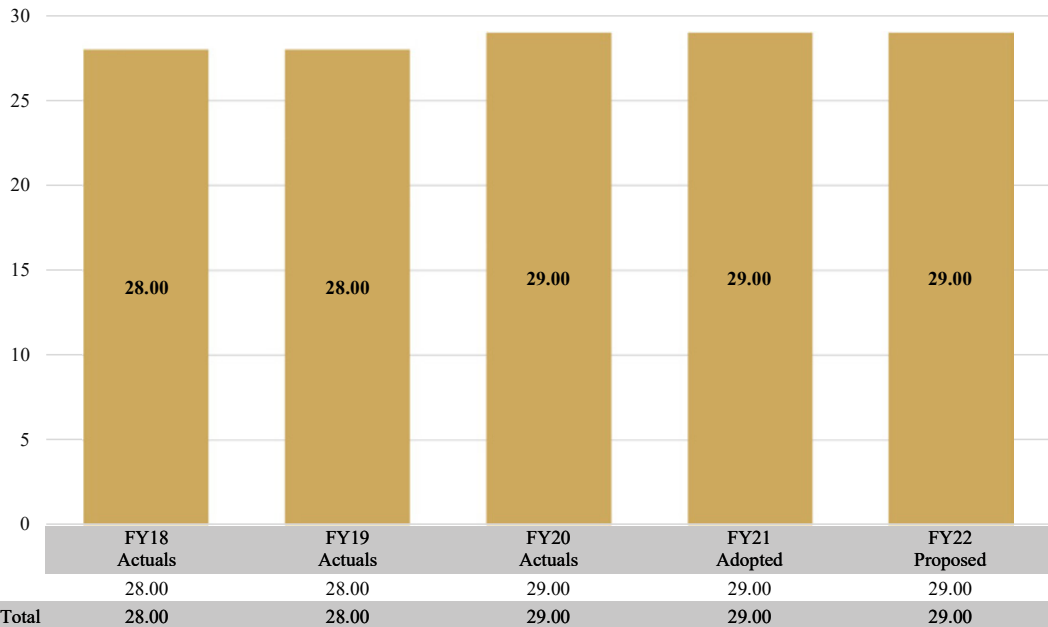
Expenditure by Classification

Salaries & Benefits	\$3,644,407	\$3,745,910	\$3,920,417	\$3,969,765	\$4,062,278	2.33%
Contractual Services	\$38,608	\$34,436	\$85,023	\$56,014	\$56,014	0.00%
Internal Services	\$103,377	\$104,600	\$105,762	\$88,280	\$88,280	0.00%
Purchase of Goods & Services	\$124,078	\$102,914	\$105,296	\$126,154	\$126,154	0.00%
Capital Outlay	\$0	\$0	\$0	\$1,128	\$1,128	0.00%
Leases & Rentals	\$4,826	\$5,381	\$4,795	\$4,845	\$4,845	0.00%
Reserves & Contingencies	(\$103,082)	(\$103,082)	(\$153,040)	(\$176,925)	(\$176,925)	0.00%
Total Expenditures	\$3,812,215	\$3,890,159	\$4,068,253	\$4,069,261	\$4,161,774	2.27%

Funding Sources

Miscellaneous Revenue	\$170,000	\$0	\$0	\$15,000	\$15,000	0.00%
Charges for Services	\$39,000	\$209,000	\$170,000	\$180,186	\$180,186	0.00%
Transfers In	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	0.00%
Total Designated Funding Sources	\$259,000	\$259,000	\$220,000	\$245,186	\$245,186	0.00%
Net General Tax Support	\$3,553,215	\$3,631,159	\$3,848,253	\$3,824,075	\$3,916,588	2.42%
Net General Tax Support	93.21%	93.34%	94.59%	93.97%	94.11%	

Staff History by Program



Future Outlook

Overview – Significant future legal matters will continue to need consideration with the issues related to COVID-19, civil protest, police reform, equity and inclusion, the Virginia Values Act, collective bargaining, civilian police oversight, both sovereign and qualified immunity, along with other Board of County Supervisors (BOCS) priorities. Increases in workload due to these matters will require serious discussion about additional staff members at each level of the Office – attorneys, paralegals, and administrative support staffing. This Office assisted in the development and implementation of the numerous pandemic policies, including employment issues, public safety issues, public meeting issues and programs funded by the CARES Act. As those new policies continue to evolve, there will be areas such as policy matters, retention, and possible liability or discipline issues that will take staff time to address.

Significant future non-pandemic legal issues relate to land use matters, telecommunications / cable franchise negotiations, and technology issues. Significant time and resources will continue to be devoted to Freedom of Information Act (FOIA) requests and subpoenas, as these matters continue to grow in volume and complexity.

Child Protective Services (CPS) and Human Services – Child abuse and neglect cases will continue to be complex and time consuming, requiring at least three full-time attorneys, with increased support staff time. Mental health, Health Insurance Portability and Accountability Act (HIPAA) compliance, co-responder and Housing issues will continue to grow. COVID-19 has magnified this area of work.

Federal Regulations – Federal regulations and laws will require additional legal resources to support the County, in the area of CARES Act fund assessment and implementation, Internal Revenue Service (IRS) audits, etc.

Property Acquisitions – Property acquisitions and condemnation cases by the County for the construction of public facilities, new roads, and improvements to existing roads throughout the County will continue to increase. These will continue to take significant time and resources; the Virginia statute and Constitutional amendment on lost profits continue to impact these cases.

Support for the Department of Economic Development – This area of work will continue to increase as prospects and companies look to relocate to the County. These matters are often expected to be a top priority, no matter what other demands are being handled by the Office.

County Attorney

Program Summary

County Attorney

Provides legal assistance, advice to, and litigation representation for the BOCS, the County Executive, departments, agencies, and employees of PWC in the performance of their duties.

Key Measures	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Adopted	FY22 Proposed
Claims/litigation cases closed with results satisfactory to the County	100%	100%	100%	100%	100%
Thoroughness of response to client request for assistance (4-point scale)	3.7	3.8	3.8	3.8	3.8
Founded property code cases resolved or moved to court action within 100 days	91%	93%	93%	95%	93%

Program Activities & Workload Measures (Dollar amounts expressed in thousands)	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Adopted	FY22 Proposed
Legal Services	\$2,595	\$2,670	\$2,718	\$2,704	\$2,795
Average days to close BOCS trackers	42	32	80	30	30
Requests for legal advice/assistance responded to	2,480	2,620	2,244	2,700	2,500
FOIA requests/subpoenas responded to	201	218	268	225	225
Staff time spent rendering legal opinion/advice relating to legal services	86%	86%	85%	86%	85%
Collections	\$462	\$456	\$424	\$465	\$501
Delinquent Real Estate taxes collected prior to litigation	36%	34%	34%	34%	34%
Delinquent Personal Property taxes collected prior to litigation	32%	20%	20%	30%	30%
Staff time spent rendering legal opinion/advice relating to collections	83%	82%	80%	83%	80%
Protective Services	\$691	\$713	\$766	\$757	\$720
Cases involving child abuse or neglect opened	163	223	200	200	200
Cases involving child abuse or neglect closed	238	240	235	240	240
Staff time spent rendering legal opinion/advice relating to protective services	63%	64%	64%	64%	64%
Transportation	\$65	\$52	\$161	\$143	\$146
Property acquisitions closed	106	103	100	110	105
Transportation contracts reviewed	6	5	4	10	5
Staff time spent rendering legal opinion/advice relating to transportation	77%	75%	80%	75%	75%