



**Jon Smith,  
County Attorney**

To hold accountable those who commit crimes within the County, to support the statutory rights and emotional needs of the victims and witnesses involved in the prosecutorial process, and to provide skilled and efficient legal representation to the County, its officers and the political subdivisions that represent the citizens of Yuma County.



## MAJOR FUNCTIONS

### Civil:

Represents the County in civil matters, including defending civil lawsuits, advising on liability matters and bringing actions when indicated. The County Attorney is also the legal advisor for the Board of Supervisors; County elected officials and County officers. The County Attorney also represents the State in civil mental health commitment hearings and uncontested adoptions. The County Attorney may also represent various special taxing districts, school districts, and any other entity for which such a duty is mandated by statute.

### Criminal:

Responsible for the review of all law enforcement related investigations of any felony criminal conduct or juvenile delinquencies, rising to either a felony or misdemeanor offense, occurring in Yuma County, without restriction, or any misdemeanor criminal conduct occurring in Yuma County but outside of any incorporated area or tribal land. Prosecutes all petitions for violation of probation, prepares written responses to all requests for post-conviction relief and attends all grand jury hearings. In conjunction with Victim Services, works to ensure that crime victims are informed and have a chance to express their concerns.

### Victim Services:

In conjunction with the Criminal Division, this division of the County Attorney's Office, works to ensure all victims are informed of all automatic rights and requested rights as provided to victims pursuant to Arizona Statute. It also provides advocates for victims, assists in the Yuma County Victim Compensation Program, and makes referrals to community resources, assists with crisis intervention and orientation to victims of the criminal justice system.

### Administration:

Provides administrative, financial and human resources support for the department.



## 2013-2018 OBJECTIVES

**CR-** Annually, ensure that 100% of victims of crime have access to information about rights and resources.

- ✓ 100% of victims have access to information about rights and resources.

**CR-** Annually, maintain 100% of financing centralized.

- ✓ 100% of financing centralized.

**CR-** Annually, to adequately manage and efficiently address 100% of matters brought before this office by law enforcement agencies within the County and to meet the minimum set requirements addressing the rights of a victim of crime, as set forth in State Statute.

- ✓ 100% of matters are adequately and efficiently managed.

**CR-** Annually, maintain 100% of the County's legal needs in a manner in which is most effective yet while still maintaining a high level of competency.

- ✓ 100% of legal needs are maintained in a manner that is cost effective and highly competent.

Strategic Plan: [www.yumacountyaz.gov/strategicplan](http://www.yumacountyaz.gov/strategicplan)

## PERFORMANCE REPORTING

### Performance Measure Actuals & Benchmarks - Attorney

The following measures are departmental priorities identified in the County-wide Strategic Plan:

County Goal:	Actual				
Measure:	FY2014	FY2015	FY2016	FY2017	FY2018
To continue to maintain the service/operating performance levels while at the same time improving the overall office performance by improving and/or expanding said services and adding new services.					
% of victims with access to information about rights and resources.	100%	100%	100%	100%	100%
To ensure that the rights and needs of victims of crime are adequately addressed in Yuma County.					
% of victims with access to information about rights and resources.	100%	100%	100%	100%	100%
To hold accountable those who commit crimes within the County, while taking into account the statutory rights and emotional needs of the victims and witnesses involved in the prosecutorial process.					
% of matters adequately and efficiently managed.	100%	100%	100%	100%	100%
To provide skilled and efficient legal representation to the County, its Officers and the political subdivisions that represent the citizens of Yuma County.					
% of legal needs maintained in a manner that is cost effective and highly competent.	100%	100%	100%	100%	100%

## AUTHORIZED FULL TIME EQUIVALENTS

Authorized Positions by Major Function				
	2013-14	2014-15	2015-16	2016-17
<b>County Attorney</b>	1.00	1.00	1.00	1.00
<b>Criminal</b>	32.00	32.00	31.00	32.00
<b>Attorneys</b>	20.00	20.00	20.00	20.00
<b>Civil</b>	5.00	5.00	5.00	5.00
<b>Attorneys</b>	3.00	3.00	3.00	3.00
<b>Victim Services</b>	10.00	10.00	11.00	11.00
<b>Director</b>	1.00	1.00	1.00	1.00
<b>Administration</b>	3.00	3.00	3.00	3.00
<b>Total</b>	<b>75.00</b>	<b>75.00</b>	<b>75.00</b>	<b>76.00</b>

The department has increased staffing by 1.0 FTE for a Legal Secretary III in support of the County Resources strategic goal.



## 2017 ANNUAL BUDGET

In the Attorney's Office, the **CRIMINAL DIVISION** is the largest of the office's four divisions. It accounts for 67% of the Attorney's Office's resources.

**Revenue:** General Fund support is at the level needed for General Fund expenditures. The net reduction in Special Revenue is primarily the result of reduction in projected grant revenue in the HIDTA Grant, Forfeits and Sale of Auction Items in the Anti-Racketeering Fund and Forfeits in the Federal Justice Asset Sharing Fund. **Personnel:** The net increase is primarily the result of the addition of 1.0 Legal Secretary III position in the General Fund. **Supplies and Services:** The net increase is primarily due to the increase in the Other Miscellaneous Expense line item in the Anti-Racketeering fund. **Capital Outlay:** There is no Capital Outlay budgeted this year.

Criminal	Actual 2013-14	Actual 2014-15	Budget 2015-16	Estimate 2015-16	Budget 2016-17	% Change
<b>Sources</b>						
General Revenue	\$ 3,007,123	\$ 2,994,040	\$ 3,153,468	\$ 3,113,844	\$ 3,318,353	5.23%
Special Revenue	1,047,936	1,176,736	1,257,444	966,939	926,055	-26.35%
Balance Forward	476,845	608,403	628,333	1,082,427	868,922	38.29%
<b>Total Sources</b>	<b>\$ 4,531,904</b>	<b>\$ 4,779,179</b>	<b>\$ 5,039,245</b>	<b>\$ 5,163,210</b>	<b>\$ 5,113,330</b>	<b>1.47%</b>
<b>Uses</b>						
Personnel	3,529,197	3,339,004	3,838,333	3,752,081	3,899,177	1.59%
Supplies & Services	294,611	296,091	1,139,513	480,808	1,150,643	0.98%
Capital Outlay	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Reserves & Contingencies	-	-	-	-	-	-
<b>Total Uses</b>	<b>\$ 3,823,808</b>	<b>\$ 3,635,095</b>	<b>\$ 4,977,846</b>	<b>\$ 4,232,889</b>	<b>\$ 5,049,820</b>	<b>1.45%</b>
<b>Other Sources &amp; Uses</b>						
Transfers In	268,720	203,011	124,863	54,853	195,446	56.53%
Transfers Out	(368,413)	(302,334)	(186,262)	(116,252)	(258,956)	39.03%
<b>Total Other Sources &amp; Uses</b>	<b>\$ (99,693)</b>	<b>\$ (99,323)</b>	<b>\$ (61,399)</b>	<b>\$ (61,399)</b>	<b>\$ (63,510)</b>	<b>3.44%</b>
Other Restricted	\$ 608,403	\$ 1,044,761	\$ -	\$ 868,922	\$ -	-

\* Unbalanced amount due to SR fund 02319 shifted from department 0800 to department 0801.

In the Attorney's Office, the **VICTIM SERVICES DIVISION** is the 2<sup>nd</sup> largest of the office's four divisions. It accounts for 15% of the Attorney's Office resources.

**Revenue:** General Fund support is at the level needed for General Fund expenditures. The increase in Special Revenue is the result of a projected increase in Federal Grants in the Victims Witness Program Fund.

**Personnel:** The net increase is primarily the result of increases in various line items in the Victims Witness Program Fund.

**Supplies and Services:** There are no substantial changes this fiscal year. **Capital Outlay:** There is no Capital Outlay budgeted this fiscal year.

Victim Services	Actual 2013-14	Actual 2014-15	Budget 2015-16	Estimate 2015-16	Budget 2016-17	% Change
<b>Sources</b>						
General Revenue	\$ 345,286	\$ 381,589	\$ 401,710	\$ 368,750	\$ 383,863	-4.44%
Special Revenue	472,428	450,662	515,256	663,509	608,435	18.08%
Balance Forward	236,036	181,222	146,320	196,333	181,022	23.72%
<b>Total Sources</b>	<b>\$ 1,053,750</b>	<b>\$ 1,013,473</b>	<b>\$ 1,063,286</b>	<b>\$ 1,228,592</b>	<b>\$ 1,173,320</b>	<b>10.35%</b>
<b>Uses</b>						
Personnel	632,325	667,548	696,524	798,991	771,911	10.82%
Supplies & Services	228,449	149,592	257,905	248,579	261,089	1.23%
Capital Outlay	11,754	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Reserves & Contingencies	-	-	108,857	-	140,320	28.90%
<b>Total Uses</b>	<b>\$ 872,528</b>	<b>\$ 817,140</b>	<b>\$ 1,063,286</b>	<b>\$ 1,047,570</b>	<b>\$ 1,173,320</b>	<b>10.35%</b>
<b>Other Sources &amp; Uses</b>						
Transfers In	142,556	132,024	144,921	111,961	122,096	-15.75%
Transfers Out	(142,556)	(132,024)	(144,921)	(111,961)	(122,096)	-15.75%
<b>Total Other Sources &amp; Uses</b>	<b>\$ -</b>	<b>-</b>				
Other Restricted	\$ 181,222	\$ 196,333	\$ -	\$ 181,022	\$ -	-



## 2016 ANNUAL BUDGET-(Concluded)

The Attorney's **CIVIL DIVISION** is the 3<sup>rd</sup> largest of its four divisions, and accounts for 10% of the Attorney's resources.

**Revenue:** General Fund support is at the level needed for General Fund expenditures. **Personnel:** The net increase is primarily due to increases in the Regular Salaries & Wages and Compensation Adjustment line items in the General Fund. **Supplies and Services:** There are no substantial changes this fiscal year. **Capital Outlay:** There is no Capital Outlay budgeted this fiscal year.

Civil	Actual 2013-14	Actual 2014-15	Budget 2015-16	Estimate 2015-16	Budget 2016-17	% Change
<b>Sources</b>						
General Revenue	\$ 659,289	\$ 677,959	\$ 706,734	\$ 712,491	\$ 737,022	4.29%
Special Revenue	82,007	81,931	-	-	-	-
Balance Forward	29,015	65,731	-	-	-	-
<b>Total Sources</b>	<b>\$ 770,311</b>	<b>\$ 825,621</b>	<b>\$ 706,734</b>	<b>\$ 712,491</b>	<b>\$ 737,022</b>	<b>4.29%</b>
<b>Uses</b>						
Personnel	738,419	813,077	681,231	691,360	712,107	4.53%
Supplies & Services	16,497	14,728	25,503	21,131	24,915	-2.31%
Capital Outlay	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Reserves & Contingencies	-	-	-	-	-	-
<b>Total Uses</b>	<b>\$ 754,916</b>	<b>\$ 827,805</b>	<b>\$ 706,734</b>	<b>\$ 712,491</b>	<b>\$ 737,022</b>	<b>4.29%</b>
<b>Other Sources &amp; Uses</b>						
Transfers In	50,336	39,850	-	-	-	-
Transfers Out	-	-	-	-	-	-
<b>Total Other Sources &amp; Uses</b>	<b>\$ 50,336</b>	<b>\$ 39,850</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
Other Restricted	\$ 65,731	\$ 37,666	\$ -	\$ -	\$ -	-

\* Unbalanced amount due to SR fund 02319 shifted from department 0800 to department 0801.

The Attorney's **ADMINISTRATION DIVISION** is the smallest of the office's four divisions and accounts for 8% of its resources.

**Revenue:** General Fund support is at the level needed for General Fund expenditures. There is no change in Special Revenue this fiscal year. **Personnel:** There are no substantial changes this fiscal year. **Supplies and Services:** There are no substantial changes this fiscal year. **Capital Outlay:** There is no Capital Outlay budgeted this fiscal year.

Administration	Actual 2013-14	Actual 2014-15	Budget 2015-16	Estimate 2015-16	Budget 2016-17	% Change
<b>Sources</b>						
General Revenue	\$ 570,799	\$ 575,007	\$ 588,534	\$ 594,306	\$ 602,922	2.44%
Special Revenue	-	-	20,000	20,000	20,000	0.00%
Balance Forward	-	-	-	-	-	-
<b>Total Sources</b>	<b>\$ 570,799</b>	<b>\$ 575,007</b>	<b>\$ 608,534</b>	<b>\$ 614,306</b>	<b>\$ 622,922</b>	<b>2.36%</b>
<b>Uses</b>						
Personnel	368,116	357,468	363,045	368,817	374,121	3.05%
Supplies & Services	202,683	212,520	245,489	245,489	248,801	1.35%
Capital Outlay	-	5,019	-	-	-	-
Debt Service	-	-	-	-	-	-
Reserves & Contingencies	-	-	-	-	-	-
<b>Total Uses</b>	<b>\$ 570,799</b>	<b>\$ 575,007</b>	<b>\$ 608,534</b>	<b>\$ 614,306</b>	<b>\$ 622,922</b>	<b>2.36%</b>
<b>Other Sources &amp; Uses</b>						
Transfers In	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
<b>Total Other Sources &amp; Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
Other Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	-