



**ARAPAHOE COUNTY**



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# County Attorney's Office Levels of Service

Board of County Commissioners

May 20, 2025, 1 p.m.

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## Current Service Levels and Resources

The County Attorney's Office operates as a "full-service" in-house law firm for Arapahoe County government. The Office provides legal advice and representation on all civil matters for Arapahoe County government and its officials and employees, including, but not limited to, matters involving civil litigation, law enforcement, land use, employment, property tax, finance, open meetings and records, real estate, public health, collective bargaining, elections and contracts. Additionally, the office prosecutes zoning and building code violations, handles dependency and neglect cases, adult and juvenile service matters, and enforcement of child support orders.

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## Current Service Levels and Resources

The County Attorney's Office also provides the following:

1. Risk and claim management services, including procuring liability and property insurance, administering workers comp and other insurance claims, and managing the County's internal emergency preparedness and response program
  2. Administration of the annual County Board of Equalization property tax appeal process, and
  3. Administration of the County's liquor and marijuana licensing processes.
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What does service level look like today and what are the gaps/where are we falling short?

Despite an ever-increasing population and corresponding increases in the demand for services on County government, as well as having taken on two new clients (Public Health and the DA) the County Attorney's Office has not increased the number of attorney or paralegal staff positions in its administrative office branch beyond what existed over 13 years ago. In addition, the office has reduced, not expanded, its budget during that timeframe (exclusive of funding for salaries and benefits). While the office's internal facing services are, in general, being adequately met, it is believed that the County Attorney's Office would do an even better job if it had more attorney staff. As the County continues to grow and as more expectations are placed on the County Attorney's Office by its clients and as a result of state legislation, it is anticipated that additional staff will be needed to continue to provide current service levels for County offices and departments. This is particularly true if the County Attorney's Office will be expected to enforce landlord-tenant laws under newly passed legislation.

Along with a need for increased staff, there are other areas of additional funding needs. These areas are outlined and explained in the next slide.

### What are the **most critical needs**?

1. Because of increasing internal and external demands as outlined above, it is anticipated that the County Attorney's Office will need at least one additional attorney FTE and one additional paralegal FTE.
  2. The County Attorney's Office will need additional funds in future years to cover ever-increasing costs of liability and property insurance premiums due to insurance market increases.
  3. The County Attorney's Office will need additional funds to cover ever increasing claim related costs in the areas of workers comp and auto property and liability claims. These cost increases are anticipated due to increased numbers and severity of claims and increased medical and car repair costs due to inflation.
  4. The County Attorney's Office also needs funds to: 1) provide speakers for the County's new threat warning system to enable the system to warn persons who do not receive threat warnings via their mobile-phones or computer devices, and 2) to purchase upgraded radios for the Emergency Response Teams, and 3) to purchase security cameras for County buildings. These three items are needed to better ensure the safety of County employees and clients.
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# Funding for “Have-tos”

- As explained in the preceding slide, the County will likely incur increases in claim related expenses in future years. These claim expenses are legally required to be paid by the County and therefore are a “have-to.”
  - A ballpark estimate is that overall claim costs will increase an average of \$300,000 per year. This number is highly speculative and subject to change depending on a number of factors that are mostly outside of the County’s control, such as future inflation, future increases in costs of medical care and auto repair, future weather-related events, and the number and degree of future claims.
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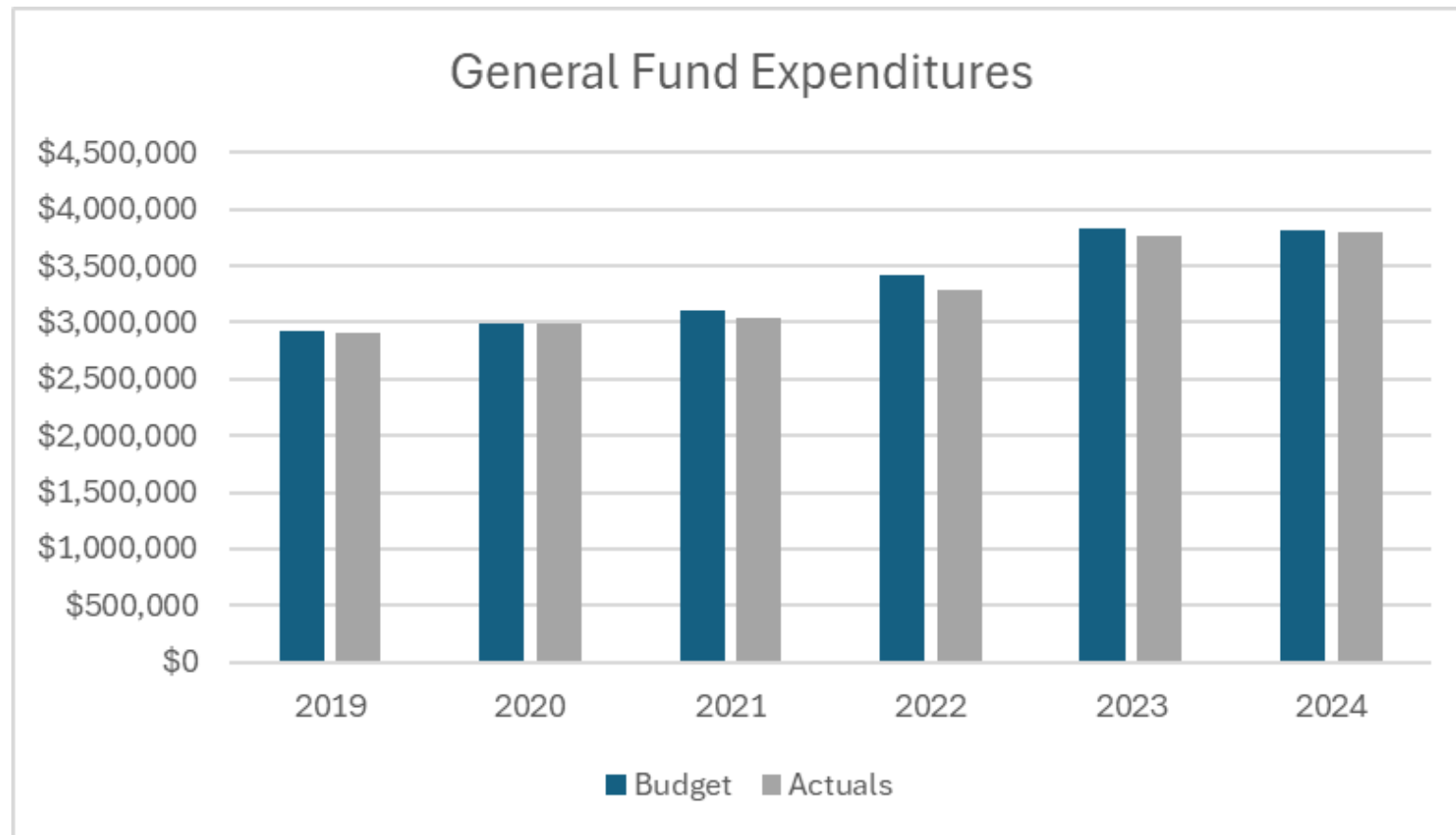
# Funding for “Shoulds”

Funding needed to deliver services/programs/projects that should be done but are not required:

- 1) Speakers for emergency alert system - \$550,000 (one-time)
  - 2) Increases in insurance premiums – \$300,00  
(ballpark/ongoing/additional increase each year)
  - 3) Additional attorney/paralegal - \$250,000 (ongoing)
  - 4) Upgraded radios for ERT – \$90,000 (one-time)
  - 5) Security cameras - \$350,000 (one-time)
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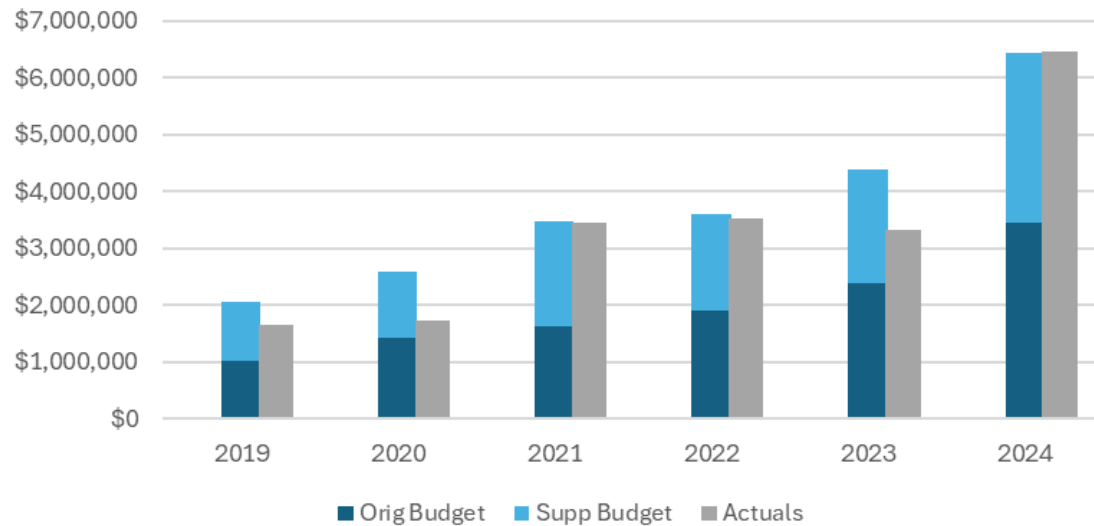


# County Attorney's Office Historical Look 2019-2024

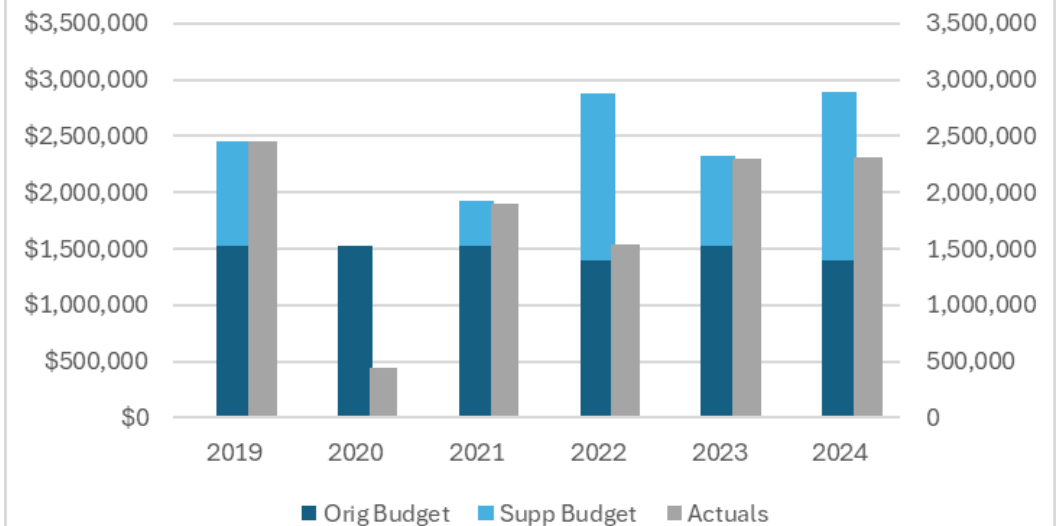


# County Attorney's Office Historical Look 2019-2024

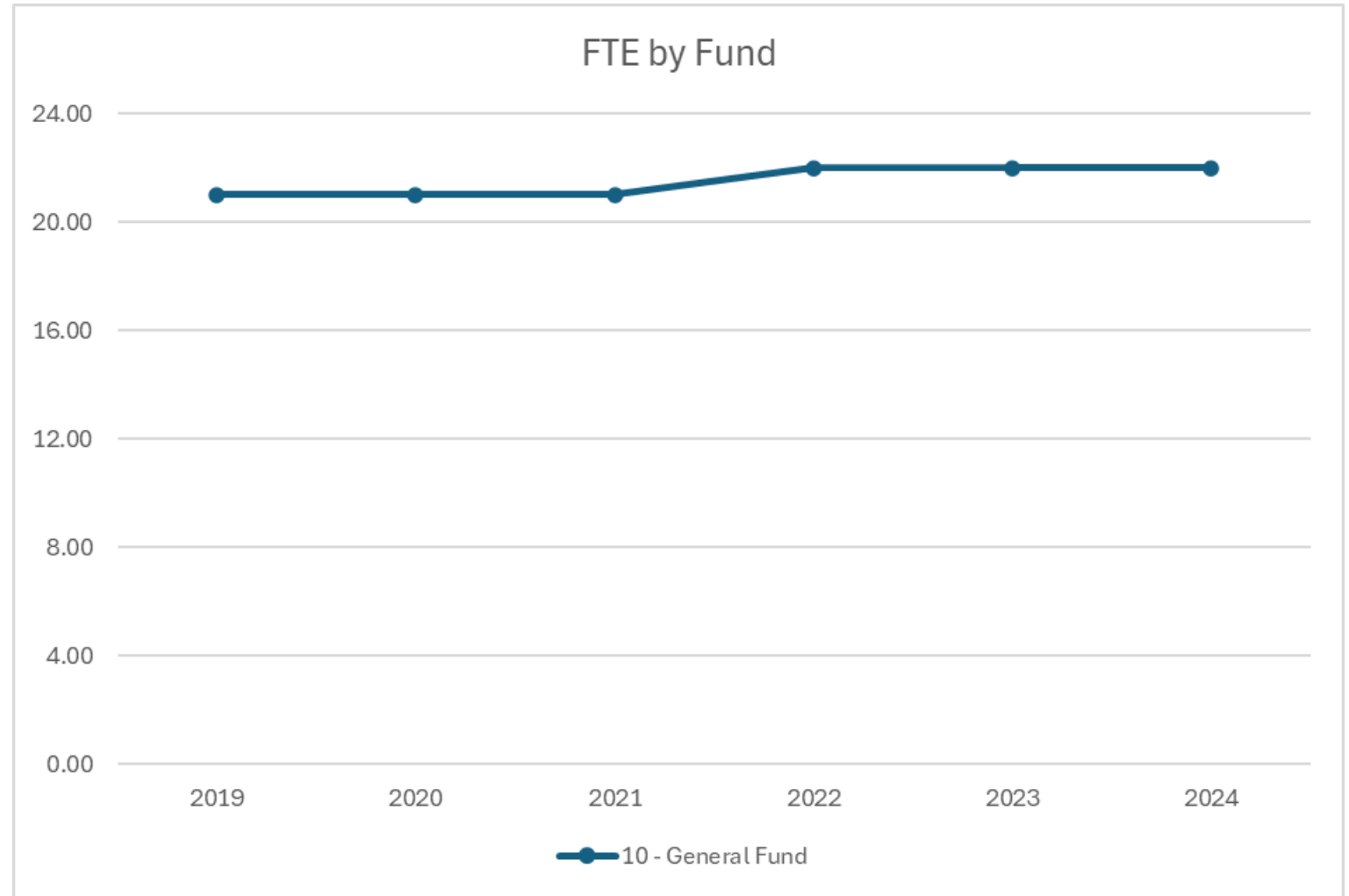
## Self Insurance Liability Fund Expenditures



## Worker's Comp Fund Expenditures



# County Attorney Historical Look 2019 -2024



# Areas of Opportunity

The areas of opportunity that could be addressed with 1A funds include:

- Increased attorney/paralegal staffing to continue to provide a high level of service for departments/offices, and to enable the office to enforce landlord/tenant laws
  - Funding for anticipated increases in insurance and claim expenses
  - Funding needed to upgrade emergency response capabilities to ensure safety of employees and clients
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# Challenges/Concerns

A challenge is the difficulty in accurately estimating future insurance and claim expenses as there are numerous variables outside of the County's control that impact what these expenses will ultimately end up being.

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