



## AGENDA ITEM

### Consent Agenda

---

**REPORT TO:** Work Session (02/06/23)  
**REPORT TO:** Voting Meeting (02/09/23)  
**ITEM NO:** 55/2023  
**SUBJECT:** Approve the Employment Agreement for Special Assistant County Attorney.

---

#### Meetings:

**Work Session Date:** 02/06/23

**Voting Meeting Date:** 02/09/23

#### Executive Summary:

**Presenter:** WJLICA  
**Recommendation:** Approval.

**Purpose of Request:**  
To approve the Employment Agreement for Special Assistant County Attorney Van Stephens and authorize the Chairman to execute the Agreement and any necessary documents subject to the review and approval of the County Attorney.

**History:**  
Van Stephens retired as Hall County Attorney effective January 31, 2023.

**Facts and Issues:**  
The County's Law Department is in need of an experienced attorney to handle extended assignments on a part-time (20 hour per week) basis. The proposed contract is from February 20, 2023 to June 30, 2023 with an option to renew the contract for an additional six months with Board of Commissioners approval.

**Options:**  
Approve or deny the Agreement.

<b>Funding Requested</b>	\$ 61,361.00
<b>Are funds within current budget?</b>	No
<b>Source of Funds</b>	General Fund
<b>Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?</b>	Yes
<b>Has it been reviewed by the County Attorney?</b>	Yes
<b>Is there a deadline for this item?</b>	2023-02-20

**Approvals:**

<b>Submit</b>	<b>Budget</b>	<b>Finance</b>	<b>Attorney</b>
WLI	EW	WG	WLI
<b>Administration</b>		<b>Clerk</b>	
CR		JR	

---

**Attachments:**

Financial Supplement  
Employment Agreement - Special Assistant County Attorney  
Personnel Cost Worksheet



**HALL COUNTY BOARD OF COMMISSIONERS  
FINANCIAL SUPPLEMENT REPORT**

**AGENDA ITEM 55/2023**

**Funds Requested:** \$ 61,361.00

**Request Budgeted:** No

**Proposed Source of Funding:**

**Budget Transfer Requested:**

General Fund

Yes

**Funding Source Items:**

Fiscal Year	Fund	Division	Account	Amount
2023	001 - GENERAL	120 - LEGAL SERVICES	4106 - PART-TIME SALARIES	\$57,000.00
2023	001 - GENERAL	120 - LEGAL SERVICES	4110 - F.I.C.A.	\$4,361.00

**Budget Transfer Items:**

Fiscal Year	Fund	Division	Account	Amount
2023	001 - GENERAL	184 - GENERAL SERVICES	4711A - CONTINGENCY-GENERAL	\$-61,361.00
2023	001 - GENERAL	120 - LEGAL SERVICES	4106 - PART-TIME SALARIES	\$61,361.00

**Additional Information/Comments:**

The estimated financial impact for FY 2023 is approximately \$61,361. There is a proposed budget adjustment noted above from general fund contingency for this estimated financial impact for FY 2023. A vacant part-time position will be temporarily reassigned from the Agricultural Center Department into the Law Department to satisfy this short-term employment contract.

**Contact for Questions:** WJLICA

**Phone:**

770-297-2686