

2023 Business Plan Presentation

LAW DEPARTMENT

Michael P. Ludwiczak
County Attorney



Gwinnett



2021–2022 YTD Recap

Accomplishments

- Transit center property
- CROWN Act protections
- Ordinance revisions
- Support for economic development projects
- Law Department retreat – Vision, Mission, Values

Challenges

- Complexity and urgency of assignments, claims, and litigation
- Support staff vacancies
- Succession planning

Department Snapshot

External Dependencies/Influences

- Board of Commissioners
- County departments
- Elected officials
- Local, state, and federal laws

Notable Metrics/Trends (2021)

Open Records

- Open records requests processed: 41,567
- Average time to close: 3.45 days (2021), 3.06 days (2022 YTD)
- Annual cost of GovQA portal: \$88,984
- Annual revenue from open records: \$93,127

Assignments

- Closed within 30 days: 57%
- Average time to close: 43 days
- Claims: 8.1%
- Ordinances and resolutions: 2.7%
- Excess proceeds: 2.4%
- IGAs: 2.4%
- Legislation: 0.5%

Identified Constraints

- Physical space
- Support staff vacancies

Identified Opportunities

- New Associate County Attorney and Legal Associate positions
- Increased utilization of law student externs

Operational Decisions

- Fill Associate Attorney and Legal Assistant positions
- Improve Law Department onboarding process
- Implement succession planning and cross-training
- Continue team building efforts

County Initiatives

- Assist Planning and Development and other County departments to define next steps and develop an action plan based on the Housing Study
- Assist Economic Development with redevelopment plans for the Stone Mountain Tennis Center



2023 Requested Budget

Total Requested Budget	\$3,493,055
Decision Packages	\$0