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July 31, 2012

Statement of Fees For Legal Services Rendered in the Following Matters:

DATE	DESCRIPTION	HOURS	ATTY/ASST
Matter: 6-005	Miscellaneous		
Jul-11-12	SPECIAL ASSESSMENTS: Telephone communications with Randy Rutter at the Property Appraisers office; receive and review copy of preliminary TRIM notice and tax roll	0.30	NF
Jul-19-12	NORTH FLORIDA BROADBAND: Receive and review email from NFBA attorney; forward copy of revised lease agreement to Town Clerk	0.40	NF
	MATTER TOTALS:	0.70	\$129.50
Matter: 6-014	South Levy Recreational Park		
Jul-11-12	Coordinate with Town Clerk to have Lease Amendment executed and returned to County Attorney for county commission meeting; fed-ex documents to Town Hall	0.20	NF
	MATTER TOTALS:	0.20	\$37.00
Matter: 6-017	Code Enforcement Ordinance		
Jul-24-12	Telephone call from Town regarding Notice to Appear in connection with County Court Hearing for Risher citation (illegal burning); receive and review copy of Notice to Appear and supporting documentation for citation; follow-up telephone call to advise	0.80	NF
	MATTER TOTALS:	0.80	\$148.00
Matter: 6-021	Retainer		
Jul-01-12	Monthly retainer for July, 2012		NF

Invoice #	2759		
Jul-10-12	Additional time in attendance at Town Commission meeting	2.70	NF
	MATTER TOTALS:	2.70	\$999.50
Matter: 6-068	"Jesus is Ministries" Lease		
Jul-11-12	Telephone communications with Town Clerk regarding the volunteers from the Ministry would like to mow and help around at Town Hall; Advised to use the volunteer agreement and contact insurance company to verify coverage	0.30	NF
	MATTER TOTALS:	0.30	\$55.50
Matter: 6-109	Gilkey Developers Agreement		
Jul-11-12	Telephone communications with George regarding the revisions requested to the Developers Agreement	0.20	NF
Jul-12-12	Prepare revised version of the Developers agreement; e-mail to Town Hall as requested; transmit copy to Gilkey's Attorney; telephone communications with Mr. Kellman regarding the liability issues with removing the language requested	1.20	NF
	MATTER TOTALS:	1.40	\$259.00
Matter: 6-112	Special Assessments (Stormwater) 2012-2013		
Jul-06-12	E-mail correspondence with Randy Rutter at Property Appraisers office to review TRIM for placement of information and Property Use Codes for the working copy of the Property Appraisers list of parcels	0.50	NF
Jul-18-12	Prepare preliminary report for Truth in Millage Notice; review each parcel with assessments charged on 2011-2012	4.00	NF
Jul-23-12	roll E-mail correspondence with Randy Rutter at the Property Appraisers regarding parcels in question; research tax	1.00	NF
	collectors website and last years records for verification. Request, receive and review budget items for special assessments from Town Clerk; prepare budget analysis worksheet for Town Commission meeting	1.50	NF
	MATTER TOTALS:	7.00	\$1,295.00
Matter: 6-113	Special Assessments (Fire) 2012-2013		
Jul-06-12	E-mail correspondence with Randy Rutter at Property Appraisers office to review TRIM for placement of information and regarding the Property Use Codes for the working copy of the Property Appraisers list of parcels	0.50	NF
Jul-16-12	Prepare preliminary report for Truth in Millage Notice; review each parcel with assessments charged on 2011-2012 roll	4.00	NF

Invoice #	2759		
Jul-19-12	Request, receive and review budget items for special assessments from Town Clerk; prepare budget analysis worksheet for Town Commission meeting	1.50	NF
Jul-25-12	E-mail correspondence with Randy Rutter at the Property Appraisers regarding parcels in question; research tax collectors website and last years records for verification.	1.00	NF
	E-mail correspondence with Town Clerk to verify parcels for assessments; research tax collector website and property appraiser records	1.00	NF
	MATTER TOTALS:	8.00	\$1,480.00
	TOTAL THIS STATEMENT	21.10	\$4,403.50
	Total Fees and Costs-This Statement		\$4,403.50
	Previous Balance Previous Payments		\$1,425.00 \$1,425.00
	Total Balance Due	•••	\$4,403.50