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Town of Inglis
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August 31, 2012

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

DATE	DESCRIPTION	HOURS	ATTY/ASST
Matter: 6-005	Miscellaneous		
Aug-02-12	EMPLOYEE MATTER: Receive and review fax from Town Hall regarding water department employee misconduct and proposed discipline; review Town Personnel Policy; telephone call to Town Clerk to discuss and to request additional information	0.70	NF
Aug-03-12	EMPLOYEE MATTER: Receive and review supplemental information from Town Clerk regarding prior disciplinary actions; telephone call to Public Works Supervisor to discuss and advise	0.80	NF
Aug-06-12	PROGRESS ENERGY-SOUTH LEVY PARK: Receive and review email from Town Clerk transmitting proposed lease amendment; review copy of proposed lease amendment; request additional information from Progress Energy representative; receive and review copies of maps and surveys from Progress Energy; direct assistant regarding obtaining copies of existing lease and maps; receive and review maps from Progress Energy; telephone call with County Attorney to discuss	1.60	NF
Aug-09-12	CDBG HOUSING PROJECT: Receive and review letter from Division of Economic Development regarding the forgiveness of the Deferred Payment Lien due to the death of Ms. Davis; review copy of document filed in official records; advise Commission via written e-mail	1.10	NF
Aug-14-12	SRF LOAN AMENDMENT#3: Review original loan agreement and amendment #3 for commission meeting	0.40	NF
	CONTROL SPECIALIST CONTRACT: Receive and review contract for changes for commission meeting	0.20	NF
Aug-16-12	NORTH FLORIDA BROADBAND: E-mail and telephone communications with Attorney Springfield regarding the agenda and the agreement; e-mail most recent version of the Lease to the commission and town clerk for review	0.60	NF

Aug-28-12	MONTEVERDE WATER BILL DISPUTE: Receive and review a copy of documentation regarding to the water bill and the on-line bill pay issue; research Florida statutes for state law relating to pending electronic payments and date delivered vs. date received	0.40	NF
	MATTER TOTALS:	5.80	\$1,073.00

Matter: **6-021 Retainer**

Aug-01-12	Monthly retainer for August, 2012		NF
Aug-14-12	Additional time in attendance at Town Commission meeting	2.10	NF
	MATTER TOTALS:	2.10	\$888.50

Matter: **6-109 Gilkey Developers Agreement**

Aug-16-12	E-mail Mr. Gilkey's Attorney regarding the Commissions decisions regarding the Developers Agreement; receive and review revised documents; telephone communications with Town Hall regarding the revised agreement and advised to place on agenda for Commission approval	0.50	NF
	MATTER TOTALS:	0.50	\$92.50

Matter: **6-112 Special Assessments (Stormwater) 2012-2013**

Aug-06-12	Prepare first draft of assessment package	1.50	NF
	Prepare newspaper ad for publication in local newspaper at least 20 days in advance of the public hearing on September 11, 2012; transmit to Sally for publication	0.90	NF
Aug-28-12	Receive and review the latest version of the budget; revise the assessment budget recap for the package	0.60	NF
Aug-29-12	Telephone communications with Town Clerk and newspaper regarding the publication of the Stormwater ad; research e-mail communications with Town Hall regarding transmission of ad to newspaper	0.50	NF
	MATTER TOTALS:	3.50	\$647.50

Matter: **6-113 Special Assessments (Fire) 2012-2013**

Aug-06-12	Prepare first draft of assessment package	1.50	NF
	Prepare newspaper ad for publication in local newspaper at least 20 days in advance of the public hearing on September 11, 2012; transmit to Sally for publication	1.00	NF
Aug-27-12	Receive and review copy of Proof of Publication	0.30	NF

Aug-28-12

Receive and review latest budget worksheet from Town Clerk; Revise budget recap for the assessment package

0.60

NF

MATTER TOTALS:

3.40

\$629.00

TOTAL THIS STATEMENT

15.30

\$3,330.50

Total Fees and Costs-This Statement

\$3,330.50

Previous Balance

\$4,403.50

Previous Payments

\$4,403.50

Total Balance Due

\$3,330.50