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Melissa Ann Dowd, Attorney-at-Law

P. O. Box 309

Monterey, VA 24465

Invoice submitted to:

Highland County Board of Supervisors

P. O. Box 130

Monterey, VA 24465

Jerri Botkin, Interim County Administrator

MO 012210 350

\$ 4,824.00

July 01, 2024

In Reference To: County Attorney Fees

Invoice #14969

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
6/3/2024 Email to J. Botkin re: Meck resolution; review PHI contract; email J. Botkin re: changes	1.50 180.00/hr	270.00
Telephone K. Gorskey re: PHI Contract	0.70 180.00/hr	126.00
6/4/2024 Prepare for meeting; attend meeting	3.40 180.00/hr	612.00
6/6/2024 Email to R. Perdue re: EMS Chief situation	0.20 180.00/hr	36.00
Meet with H. Budzinski re: EMS issues; transient occupancy tax; revenue recovery	2.50 180.00/hr	450.00
6/7/2024 Email to R. Perdue re: possible defamation issue in Board emails	0.20 180.00/hr	36.00
Conference with Treasurer re: Certificate from Commissioner of Revenue approved by Supervisors	0.20 180.00/hr	36.00
6/10/2024 Email from Y. Wimer; check Ordinance; respond to email	0.50 180.00/hr	90.00
6/11/2024 Telephone from H. Budzinski re: EMS Chief committee	0.80 180.00/hr	144.00
Email Y. Wimer re: EMS fee and life estates	0.30 180.00/hr	54.00

	<u>Hrs/Rate</u>	<u>Amount</u>
6/11/2024 Legal research re: requirements for special meeting; telephone J. Botkin re: same	0.40 180.00/hr	72.00
6/12/2024 Conference with J. Botkin re: special meeting; HVAC person for Courthouse Annex	0.50 180.00/hr	90.00
6/13/2024 Email to and from J Botkin re: EMS Committee	0.30 180.00/hr	54.00
Telephone from H. Budzinski re: emails, supervisors; EMS Committee	0.50 180.00/hr	90.00
Conference with P. Triple re: EMS issues	0.80 180.00/hr	144.00
Telephone to R. Perdue re: lawsuit and EMS issues	0.80 180.00/hr	144.00
Telephone from H. Budzinski re: EMS issues	0.70 180.00/hr	126.00
6/14/2024 Email to Board Members re: Ambulance 601	0.50 180.00/hr	90.00
<u>Highland County Volunteer Rescue Squad v. Highland County Board of Supervisors</u> , email to J. Bowman	0.40 180.00/hr	72.00
6/17/2024 Telephone from B. Mitchell re: EDA & Tourism Council By-laws	0.40 180.00/hr	72.00
Telephone from H. Sponaugle re: EMS issues and other County issues	0.80 180.00/hr	144.00
Attend EMS meeting re: Chief selection	2.10 180.00/hr	378.00
6/19/2024 Review EMS Ordinance; email Y. Wimer re: same	0.50 180.00/hr	90.00
Telephone H. Sponaugle re: EMS issues	0.60 180.00/hr	108.00
6/21/2024 Appeal of BZA decision; legal research; telephone calls to J. Simmons; telephone call to J. Botkin	1.10 180.00/hr	198.00
Attend meeting	2.00 180.00/hr	360.00
6/24/2024 Review Personnel policy re: J. Gum with Sheriff's Office; telephone J. Botkin re: same; telephone J. Botkin re: PHI Contract; cost allocation contract; Kroger Settlement - review all of these contracts and documents; respond to	2.00 180.00/hr	360.00

	<u>Hrs/Rate</u>	<u>Amount</u>
<u>The Recorder</u> request for information re: R. Lambert		
6/26/2024 Telephone R. Perdue re: lawsuit	0.20 180.00/hr	36.00
6/27/2024 Conference with Clerk re: BZA law suit	0.50 180.00/hr	90.00
Legal research re: BZA law suit	1.00 180.00/hr	180.00
Telephone J. Simmons re: BZA minutes	0.20 180.00/hr	36.00
6/28/2024 Telephone J. Simmons re: BZA minutes	0.20 180.00/hr	36.00
For professional services rendered	26.80	\$4,824.00
Balance due		<u>\$4,824.00</u>

Overdue accounts are charged interest of 4.5% annually after 15 days

Contract hours for June 2024 20.00
 Total hours for June 2024 26.80
 Hours Not Used
 Credit Hours not used from previous months
 Extra hours not covered by credit hours 6.80
 Total hours for Department of Social Services 000 hours (billed to DSS)
 Carried over hours not used: