

8116

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

June 03, 2024

In Reference To: County Attorney Fees

Invoice #14961

100 012210 3150

\$12,208.42

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
5/1/2024 Work with <u>The Recorder</u> to get County ads correct; review material for FOIA request; send FOIA requested material	1.50 180.00/hr	270.00
Review law suit; meet with Chief Fialo	1.50 180.00/hr	270.00
5/2/2024 Conference with J. Botkin re: Employee and corrections on budget hearing ad	0.60 180.00/hr	108.00
Conference with H. Budzinski re: budget & personnel	0.60 180.00/hr	108.00
Telephone R. Perdue re: EMS material and EMS situation	1.00 180.00/hr	180.00
5/3/2024 Telephone J. Botkin re: EMS situation; P. Tribble request re: Motion passed	0.60 180.00/hr	108.00
Telephone from H. Sponaugle re: County issues	0.50 180.00/hr	90.00
5/6/2024 Telephone J. Botkin re: budget, EMS; review Ordinance, MOU and Policy for meeting with R. Perdue; telephone from H. Sponaugle re: meeting, review options for litigation where one member is a member of the plaintiff organization; meeting with R. Perdue and H. Budzinski re: EMS	6.00 180.00/hr	1,080.00
5/7/2024 Prepare for injunction hearing; telephone from H. Budzinski re: EMS; telephone from H. Sponaugle re: EMS	4.00 180.00/hr	720.00

	<u>Hrs/Rate</u>	<u>Amount</u>
5/7/2024 Prepare for meeting; attend meeting	3.00 180.00/hr	540.00
5/8/2024 Attend Court re: Injunction Hearing; Lois White dismissal as Treasurer	2.00 180.00/hr	360.00
Telephone R. Perdue re: lawsuit; telephone from H. Budzinski re: EMS; telephone from A. Brand, OMD re: EMS and lawsuit; telephone from H. Sponaugle re: lawsuit; emails to B. Mitchell re: questions on Budget; legal research re: Code Section 58.1-3210; telephone Commissioner re: Same; review Real Property Ordinance; review Solid Waste Ordinance re: exemptions; review EMS Ordinance re: exemptions; email to Supervisors re: same;	5.90 180.00/hr	1,062.00
5/10/2024 Telephone from Nick re: resignation	0.40 180.00/hr	72.00
Work on budget; levy; telephone Y. Wimer re: exemptions to personal property and real property taxes; telephone from R. Perdue re: A. Brand meeting and lawsuit; work on lawsuit; attend meeting on levy and fees	6.50 180.00/hr	1,170.00
5/13/2024 Work on lawsuit; email J. Botkin re: budget	3.10 180.00/hr	558.00
5/15/2024 Legal research re: Loan to Bolar Volunteer Rescue Squad; draft documents; emails to Matt Ratcliffe re: same	1.10 180.00/hr	198.00
Review draft Answer; telephone from H. Sponaugle; attend meeting	2.50 180.00/hr	450.00
5/16/2024 BZA: Legal research re: non-conforming lot; term "grandfather"; telephone D. Coffey with questions re: Zoning Ordinance; telephone C. Moore re: compromise with Lightners	3.10 180.00/hr	558.00
5/17/2024 BZA: send email with time change for meeting to J. Adams; email J. Simmons	0.60 180.00/hr	108.00
Prepare answer to file; send copies	1.50 180.00/hr	270.00
5/20/2024 Telephone from D. Coffey re: zoning interpretation re: BZA issue	0.50 180.00/hr	90.00
Telephone R. Perdue re: County Lawsuit; discovery issues	1.10 180.00/hr	198.00
Attend meeting	1.00 180.00/hr	180.00
5/21/2024 Put proper adoptions in file; follow up on County Administrator issues	1.00 180.00/hr	180.00

	<u>Hrs/Rate</u>	<u>Amount</u>
5/22/2024 Telephone from C. Moore re: BZA meeting	0.50 180.00/hr	90.00
Telephone J. Adams re: BZA meeting	0.50 180.00/hr	90.00
Telephone J. Simmons re: BZA meeting	0.40 180.00/hr	72.00
Research Supervisors Record Books for Ordinance adoption of current Zoning Ordinance; legal research re: repeal and non-conforming lots	2.00 180.00/hr	360.00
Legal research re: BZA cases in preparation for meeting	2.50 180.00/hr	450.00
Attend BZA meeting	1.00 180.00/hr	180.00
5/23/2024 Telephone from J. Meck re: installation of new sites; telephone J. Botkin	0.50 180.00/hr	90.00
Locate rules for joint public hearing; email to Supervisors	0.50 180.00/hr	90.00
Telephone J. Meck; draft Resolution for Board of Supervisors; email Resolution to J. Meck & J. Botkin	2.00 180.00/hr	360.00
Attend Planning Commission and Board of Supervisors joint public hearing	1.00 180.00/hr	180.00
Telephone from H. Sponaugle; telephone A. Brand	0.50 180.00/hr	90.00
5/28/2024 Conference with Y. Wimer re: erroneous assessment for taxpayer; legal research re: same	1.50 180.00/hr	270.00
5/29/2024 Draft Certificate for Y. Wimer; email re: same	0.60 180.00/hr	108.00
Telephone from H. Sponaugle re: EMS issues	0.70 180.00/hr	126.00
5/30/2024 Edit and revise Certificate; email to Y. Wimer	0.40 180.00/hr	72.00
Telephone from H. Sponaugle; telephone to H. Budzinski re: EMS issues; telephone R. Perdue re: Lawsuit	2.10 180.00/hr	378.00
5/31/2024 Draft letter to Bowman; telephone to R. Perdue re: same; finalize letter	1.50 180.00/hr	270.00

	<u>Hours</u>	<u>Amount</u>
For professional services rendered	67.80	\$12,204.00
Additional Charges :		
5/17/2024 Cost Advance Postage for County Lawsuit Answer		4.22
Total costs		<u>\$4.22</u>
Total amount of this bill		<u>\$12,208.22</u>
Balance due		<u>\$12,208.22</u>

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

Contract hours for May 2024 20.00
Total hours for May 2024 67.80
Hours Not Used
Credit Hours not used from previous months
Extra hours not covered by credit hours 47.80
Total hours for Department of Social Services 000 hours (billed to DSS)
Carried over hours not used:

County
lawsuit
Answer



MONTEREY
66 E. MAIN ST
MONTEREY, VA 24465-2000
(800) 275-8777

05/17/2024 . 02:08 PM

Product	Qty	Unit Price	Price
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First-Class Mail® Large Envelope Staunton, VA 24402 Weight: 0 lb 2.60 oz Estimated Delivery Date Mon 05/20/2024	1		\$1.87
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First-Class Mail® Large Envelope Harrisonburg, VA 22801 Weight: 0 lb 4.20 oz Estimated Delivery Date Mon 05/20/2024	1		\$2.35
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Grand Total: \$4.22

Cash \$4.22

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