



Agenda Item #

## Agenda Item Memorandum

**TO:** City Commission of the City of Clewiston

**FROM:** Lakisha Burch, City Clerk

**VIA:** Danny Williams, City Manager

**DATE:** June 4, 2025

**SUBJECT:** Discussion and direction on Municipal Legal Services

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### Background:

At the April 21, 2025, City Commission Regular Meeting, the commission directed staff to solicit letters of interest for providing municipal services. On April 23, 2025, or soon after, a Request for Letters of Interest (RLI) for Municipal Legal Services for the City of Clewiston were advertised on the City Website, advertised in the News-Press, which is in Fort Myers, serving primarily Lee County as well as Hendry, Collier, and Charlotte Counties. Two submittals were received by 5:00 p.m. on May 7, 2025:

- Davis and Associates
- GrayRobinson

On May 19, 2025, the City Commission Regular Meeting, the commission asked that item be placed on the agenda to be discussed on June 4, 2025, City Commission Workshop/Special Meeting so that all the commission will have an opportunity to have an input in the discussion.

### Recommendations:

Upon selection of the attorney/law firm, staff recommend that Commission direct City Manager and current City Attorney prepare an agreement for municipal legal services including specific direction on fee structure for selected attorney to be approved at the beginning of June 16, 2025, Commission meeting.