



Levy County Board of County Commissioners Agenda Item Summary Form

- 1. Name and Title:** Mary-Ellen Harper, County Manager
- 2. Department:** Board of County Commissioners
- 3. Meeting Date:** Monday, November 24, 2025
- 4. Requested Action:**
Approve the job description for the County Attorney and set the salary range.

5. Cost & Funding Source:
County Attorney Services are funded in the County Attorney Budget. The cost will be dependent on the salary offered by the BoCC.

6. Justification of Request:
The BoCC terminated the employment of the County Attorney on October 21, 2025.

The current job description is included for the Board's review and possible modification.

The former County Attorney was hired in 2021 at a salary of \$140,000. Her salary at termination did **not** include FRS since she negotiated with Board in April 2022 for salary increase and withdrawal from FRS. Her salary was increased by \$10,000.00 in lieu of FRS participation.

Summary the Budgeted Cost of the Former County Attorney

\$172,432.00

NO FRS Senior Management Contribution

Life Insurance: \$44.40 per year

Health Insurance: \$13,932.10 per year

FICA/Med Withholding: \$13,191.05 per year

TOTAL: \$199,599.55

Summary of Cost of Offering \$150,000 Plus Benefits to the New County Attorney

\$150,000.00

33.24% FRS Senior Management Contribution

\$150,000.00 + \$49,860.00 = \$199,860.00

Life Insurance: \$44.40 per year

Health Insurance: \$13,932.10 per year

FICA/Med Withholding: \$11,475.00 per year

TOTAL: \$225,311.50

If the BoCC offers a salary of \$150,000 and benefits to the New County Attorney, this will be an increased cost of \$25,711.95 which is not included in the budget that would need to be transferred from reserves.

The current \$16,000 per month for the Interim County Attorney Firm is being paid out of the Legal Budget as was the Severance Agreement for the Former County Attorney. These expenses will likely require the BoCC to have to transfer additional funds from reserves as well.