



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:** Tuesday, August 4, 2026
4. **Requested Action:**

Approve the agreement between Levy County and the law firm of Constangy, Brooks, Smith & Prophete for the provision of County Attorney Services.

5. **Cost & Funding Source:**

County Attorney Services are funded in the County Attorney Budget. Constangy, Brooks, Smith & Prophete, LLP proposes to provide the County Attorney services specified in the contract for a monthly retainer of \$20,000. The monthly retainer is intended to cover the routine legal services associated with serving as Levy County's primary legal counsel. Services outside of the scope will be billed at the following rates:

Ray Poole, Partner \$375
Damon Kitchen, Partner \$375
Sonita Thompson, Attorney \$325
Associate Attorneys (if utilized) \$275
Legal Assistants \$175

6. **Justification of Request:**

Ray Poole of Constangy, Brooks, Smith & Prophete will serve as the County Attorney with assistance from the other members of the firm.