



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:**
Authorize the Chair to sign an Engagement Letter with KutakRock to provide Levy County with legal services in support of the Development Department, including Planning and Zoning, Code Enforcement, and the Building Official.
5. **Cost & Funding Source:**
The Development Department will pay for these legal services through building, planning and zoning fees.

Attorneys and staff, if applicable, who perform work for Client will be billed at their regular hourly rates, as may be adjusted from time to time. The hourly rates of those initially expected to handle the bulk of Client's work are as follows:

Kirsten H. Mood, Of Counsel, and Partners	\$375
Associates	\$275
Contract Attorney	\$275-\$285
Paralegals	\$185-\$205

Kutak Rock's regular hourly billing rates are reevaluated annually and are subject to change not more than once in a calendar year. Client agrees to Kutak Rock's annual rate increases to the extent hourly rates are not increased beyond \$15/hour per year.

6. **Justification of Request:**
Separating legal services for the Development Department from the BoCC's general legal services is expected to improve workflow, reduce delays, and provide more timely support for development-related matters.

The BoCC's new County Attorney will assign work to KutakRock as needed.