



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, December 16, 2025

4. Requested Action:
Approve the scope of work for County Attorney Services.

5. Cost & Funding Source:
County Attorney Services are funded in the County Attorney Budget.

6. Justification of Request:
During the December 2, 2025, the BoCC directed the Manager to draft a scope of work and bring it back to the Board for final review before issuing a solicitation for a County Attorney.