

ENGAGEMENT LETTER

The Law Firm of Carson, Clelland & Schreder agrees to represent the City of Spring Lake Park for civil legal services and for municipal prosecution services in 2023.

Civil services include meeting attendance, staff consultation and the production of work relating to ordinances, zoning, special assessments, development contracts and other contractual matters. In addition to the before mentioned subjects, any other services as needed and directed by the City Council will be gladly performed. Charges for the civil work will be \$72.50 per hour for paralegal assistant and \$145.00 per hour for attorney.

The criminal prosecution services include the prosecution of petty misdemeanors, misdemeanors and gross misdemeanors as they occur; review and preparation of criminal complaints and consultation and advice with officers and police administration. The prosecution services include vehicle forfeitures. The prosecution services are billed on a flat fee basis, at a monthly retainer rate of \$6,750 per month.

The firm will also provide human resources and labor consultation and representation if desired by the City. These services will be billed at the civil rate.

Sincerely,



John J. Thames
on behalf of Carson, Clelland & Schreder

APPROVED BY CITY OF SPRING LAKE PARK

By: _____
Its Mayor

By: _____
Its Administrator