

Heather Jenkins

From: Larry Kovalik
Sent: Thursday, July 4, 2024 8:18 PM
To: Heather Jenkins
Cc: Frank Cassidy; Amber Heflin; Rob Walton; Matthew Cute; Griggs, Ruth T.; Stephen Clough
Subject: Re: BZA Funding Request

Good Day Heather,

The funds will be used to understand the Board's legal rights and obligations in light of the competing Writs and associated Exhibits and Statements that have been filed in the Circuit Court by the Town Attorney and concerned citizens.

I have estimated 30-40 hours of work on this assignment based on Rob Walton's observations of similar matters which he conveyed to me during the brief discussion you referenced in your email. This is to cover review of the Writs (Mandamus and Prohibition), Appellants Exhibits 1-11, Plaintiffs-Petitioners Exhibits A-F, Plaintiffs-Petitioners Exhibits 1-3, Plaintiffs Statement of Justification and any additional document(s) deemed pertinent to this matter.

I believe we can accommodate this review within a budget of \$15,000. The Board will take all measures to utilize the legal resources and appropriated funding in the most cost efficient and cost effective manner as possible.

Hourly Rates are as follows;

Senior Attorney is \$650/hour.

Senior Associate is \$375/hour.

Paralegal is \$200/hour.

Thank You

Larry Kovalik
Chairman, Town of Warrenton Board of Zoning Appeals

From: Heather Jenkins <hjenkins@warrentonva.gov>
Sent: Wednesday, July 3, 2024 9:31 AM
To: Larry Kovalik <lkovalik@warrentonva.gov>
Cc: Frank Cassidy <fcassidy@warrentonva.gov>; Amber Heflin <aheflin@warrentonva.gov>; Rob Walton <rwalton@warrentonva.gov>; Matthew Cute <mcute@warrentonva.gov>; Griggs, Ruth T. <RGriggs@sandsanderson.com>; Stephen Clough <sclough@warrentonva.gov>
Subject: BZA Funding Request

Good morning, Larry.

As we briefly discussed this morning, please provide the following for the funding request:

- A detailed explanation of what the funds will be used for, to include approximate duration.
- A cost estimate of an hourly rate and total time, as well as a lump sum estimate.

This will be provided to Town Council along with a copy of the Board's resolution from Tuesday evening. Council will need to decide on the funding request, and then administrative staff will need to adjust other departmental budgets to provide the funding.

Please have this information sent to me before noon this Friday (the 5th) so that this can be placed on the July Council agenda.

Thank you,
Heather

Heather E. Jenkins, PLA, CZA
Zoning Administrator
Community Development Department



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