

Attorney Fees 2024

Professional Services Summary – January 2024			
Initials	Total Hours	Total Amount (\$)	Description of Services Provided
LLB	16.6	\$ 6,557.00	Developed background facts, prepared and reviewed protective orders, and conducted/assisted with witness interviews to support discovery and scheduling work.
PCJ	1.8	\$ 711.00	Prepared internal and client memos on interview logistics and case status; supported communications and arbitration procedure planning.
FAA	36.3	\$ 14,338.50	Led discovery strategy and protective-order work, prepared and reviewed initial disclosures, and conducted multiple witness interviews with related planning and follow up.
MSM	22.5	\$ 4,500.00	Coordinated witness logistics, prepared interrogatories and document requests, redacted and organized production sets, and inventoried email/document evidence.

Professional Services Summary – January 2024			
Initials	Total Hours	Total Amount (\$)	Description of Services Provided
ABW	2.8	\$ 882.00	Provided legal research and drafting support on municipal matters and coordinated with the team on document preparation and review.
JMY	0.6	\$ 213.00	Reviewed property/plat and closing related materials; assisted with checklist updates and communications.
SDF	6.9	\$ 2,173.50	Drafted notices and handled procedural filings; assisted with ordinance related tasks and follow up.
DMS	6.9	\$ 2,725.50	Supervised legal strategy and reviewed key policy/ordinance questions; advised on City governance issues and agreements.
PCJ	24.8	\$ 9,796.00	Primary drafter/analyst on development and governance items, including agreements, resolutions, memos, and coordination with City officials.
FJB	6.2	\$ 2,449.00	Worked on development project issues and rights of way/vacation matters; prepared for meetings and documented recommendations.
SVD	5.6	\$ 2,212.00	Addressed ordinance and policy questions, including nuisance/weed and grass issues, and prepared related commentary.
SHB	0.5	\$ 100.00	Paralegal support for filing/record preparation and coordination tasks.

Professional Services Summary – February 2024			
Initials	Total Hours	Total Amount (\$)	Description of Services Provided
JMY	1.6	\$ 568.00	Reviewed plats, parcels, and boundary proposals; coordinated with the City Manager on site plan/closing items and updated checklists.
MTG	0.8	\$ 252.00	Analyzed and advised on unclaimed body matters and related municipal procedures.
SDF	0.3	\$ 94.50	Drafted a notice of hearing and reviewed nuisance/weed and grass ordinance materials for accuracy.
DMS	3.9	\$ 1,540.50	Considered changes to the policy manual, Council rules, and Land Bank Authority ordinance; reviewed City legal issues and agreements.
PCJ	32	\$ 12,640.00	Led work on Aaron Mills, Kayak hotel, and Lester Street projects—drafting agreements, resolutions, and memos; analyzed Council agenda and ordinance issues; coordinated with City officials.
FJB	4.1	\$ 1,856.50	Handled vacation of paper street and other development items; prepared for and participated in Council related work and documentation.
SVD	1.4	\$ 553.00	Prepared nuisance ordinance comments; consulted with staff on legal questions; analyzed opioid settlement issues.

Professional Services Summary – February 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
LLB	7.1	\$ 2,804.50	Conducted witness interviews; drafted confidential letters and communications regarding mediation recommendations; coordinated discovery extensions and related filings.
FAA	16.7	\$ 6,596.50	Led discovery responses and mediation strategy; prepared and conducted multiple witness interviews; revised client recommendations; corresponded with opposing counsel and City officials regarding settlement and FOIA issues.
MSM	6.7	\$ 1,340.00	Coordinated witness communications and fact finding; reviewed emails/videos for discovery production; updated attorneys on supplemental records.

Professional Services Summary – March 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
AMS	25.4	\$ 8,001.00	Researched and drafted the City's mediation statement with statutory/contract analysis; reviewed evidence and prepared legal memoranda; finalized the City's position for mediation.
LLB	17.3	\$ 6,833.50	Worked on discovery responses and mediation preparations; coordinated with counsel and mediator; assisted in drafting and reviewing mediation materials.
FAA	36	\$ 14,220.00	Directed strategy and discovery; revised and finalized mediation materials; coordinated team, City officials, and opposing counsel; attended mediation and managed follow-up.
MSM	6.4	\$ 1,280.00	Prepared exhibits and production sets; redacted City records; assisted attorneys with mediation materials and reviewed claimant submissions.

Professional Services Summary – March 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
AMS	18.7	\$ 5,890.50	Handled research and documentation for the Aaron Mills project and City closing matters; reviewed State law issues and provided legal analysis for Council sessions and FOIA requests.
JMY	0.2	\$ 74.00	Updated closing checklist and assisted with Addendum to Purchase Agreement for City projects.
ALA	1.8	\$ 666.00	Drafted option to purchase documents for the West Piedmont Planning District Commission project and assisted with property agreement reviews.
DMS	1.2	\$ 492.00	Advised on remote meeting policies and State law issues for the Housing Authority and oversaw general City Attorney activities.
LLB	1.1	\$ 451.00	Reviewed FOIA exemptions and legal obligations related to City arbitration requests.
PCJ	16.2	\$ 6,642.00	Led City project transactions including Aaron Mills and BB&T Building matters; drafted memos, revised agreements and deeds, and coordinated with City officials and outside counsel.
FJB	3.2	\$ 1,312.00	Analyzed and prepared documents on remote meeting policies and FOIA requests related to arbitration; handled Souther deed vacation issues.
SVD	1.5	\$ 615.00	Evaluated nuisance ordinance and litigation updates and consulted on City FOIA and opioid litigation matters.
FAA	3.7	\$ 1,517.00	Advised on FOIA strategy, State law compliance, and client communications relating to arbitration and former City Attorney claims.
MSM	3.1	\$ 651.00	Reviewed and compiled City records and correspondence for FOIA responses; supported attorneys on document production and organization.

Professional Services Summary – April 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
AXS	20.6	\$ 6,489.00	Researched Virginia and Fourth Circuit case law to draft memoranda addressing fraud in the inducement, legal malpractice, and contract claims; prepared City Council report outlining potential causes of action and assisted in settlement drafting and press communications.
LLB	11.8	\$ 4,661.00	Coordinated case strategy and settlement negotiations; researched counterclaims; prepared and reviewed Settlement Agreement and Mutual Release; analyzed press coverage and City Council meeting materials.
PCJ	0.4	\$ 158.00	Reviewed and drafted memorandum regarding settlement issues and provided recommendations on City communication strategy.
FAA	16.5	\$ 6,517.50	Directed settlement negotiations and drafting of the final agreement; held multiple strategy calls with client and opposing counsel; prepared and attended closed City Council meetings; oversaw execution and press release finalization.

Professional Services Summary – April 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
RHH	1.3	\$ 533.00	Provided guidance on FOIA responses and reviewed grievance and disciplinary policy issues for City personnel.
AMS	1.7	\$ 535.50	Reviewed legal issues for City Council agenda and analyzed electronic meeting policy, housing authority matters, and lease agreements.
ALA	7	\$ 2,590.00	Drafted and revised lease and option agreements for Armory and West Piedmont PDC projects; reviewed remote meeting policy.
DMS	7.4	\$ 3,034.00	Supervised legal services on Council agenda issues and electronic meeting policy; authored legal guidance for City officials.
LLB	0.4	\$ 164.00	Analyzed pending FOIA requests related to City arbitration records and communicated findings to client.
PCJ	24.8	\$ 10,168.00	Led City transactional work including Aaron Mills and BB&T Building projects; drafted memos, policies, and resolutions for City Council; coordinated closing activities and budget review.
FJB	3.2	\$ 1,312.00	Handled FOIA requests and City property development matters; advised on transport agreements and hospital conference issues.
NRB	1	\$ 410.00	Assisted City staff with EIN applications and IRS requirements for industrial development projects.
SVD	9.1	\$ 3,731.00	Evaluated nuisance ordinance revisions, employment grievance issues, and opioid litigation updates; attended Council sessions.
FAA	1.9	\$ 779.00	Reviewed FOIA personnel record requests and coordinated City responses and production strategies.
MSM	0.8	\$ 168.00	Compiled City documents for FOIA responses and assisted attorneys with document management.

Professional Services Summary – May 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
AXS	3.9	\$ 1,228.50	Drafted, revised, and finalized the City's press release regarding the Eric Monday settlement; coordinated with City Council and Mayor to ensure compliance with confidentiality and accuracy; provided guidance on risk management and messaging strategy.
LLB	0.6	\$ 237.00	Reviewed and commented on the proposed press statement; assisted with revisions and strategic communications on the City's position.
FAA	2	\$ 790.00	Reviewed and revised the settlement agreement and press release; coordinated with the client and opposing counsel to finalize payment terms and public messaging.

Professional Services Summary – September 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
JMY	3.5	\$ 1,295.00	Reviewed IRF Loan and Deed of Trust documents; drafted closing checklist and resolutions for One Ellsworth project; coordinated with DHCD and City representatives on financing requirements.
ALA	1.4	\$ 518.00	Analyzed issues related to Enterprise lease agreement and participated in drafting the City Attorney employment agreement.
DMS	5.1	\$ 2,091.00	Supervised legal team; advised on Council actions and procedures for One Ellsworth building and loan documents; addressed City Charter and personnel issues.
PCJ	21.8	\$ 8,938.00	Led transactional work for One Ellsworth loan documents and DHCD compliance; drafted and revised Loan Agreement, Performance Agreement, Deed of Trust, and Resolutions; handled VRA loan communications and memoranda to City Manager and Council.
FJB	0.5	\$ 205.00	Revised and distributed non-emergency transport contract to City working group.
SVD	8.3	\$ 3,403.00	Reviewed ordinance questions and public hearing requirements; analyzed employment agreement and participated in Council meeting for One Ellsworth approval; handled notice of claim issues and insurance notifications.
FAA	3.2	\$ 1,312.00	Revised employment agreement for City Attorney; advised on settlement and contractual issues and follow-up communications with client.
LBE	4.6	\$ 1,449.00	Reviewed and revised City Attorney employment agreement; drafted final revisions before execution and provided guidance on policy implementation.

Professional Services Summary – November 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
JMY	2.3	\$ 851.00	Reviewed lender commitments and loan documents for the One Ellsworth project; coordinated with title company and City staff; reviewed settlement statements and promissory notes.
ALA	6.1	\$ 2,257.00	Drafted and revised YMCA purchase and leaseback agreements; analyzed issues related to the Enterprise lease and other property transactions.
DMS	2.5	\$ 1,025.00	Supervised legal work for City matters including charter amendments, DEQ/VRA financing, and solid-waste ordinance updates.
PCJ	13.4	\$ 5,494.00	Managed transactional work for One Ellsworth, Kayak Hotel, and charter amendments; drafted multiple memos and resolutions; coordinated publication and public-hearing notices.
SVD	17.6	\$ 7,216.00	Led ordinance revisions, City Council briefings, and charter amendment processes; reviewed contracts, deeds, and litigation updates.
CSD	0.4	\$ 84.00	Coordinated publication of public-hearing notices for City Charter amendment and verified advertisement schedules.

Professional Services Summary – December 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
KDE	1.5	\$ 472.50	Revised RFP and drafted definitions section for expert consultant engagement related to courthouse litigation.
LLB	35.4	\$ 14,514.00	Led communications, litigation strategy, and document management for courthouse show cause proceedings; drafted reports and coordinated RFP, consent orders, and scheduling.
PCJ	0.2	\$ 82.00	Reviewed litigation memos and assisted with analysis of settlement options.
SVD	4	\$ 1,640.00	Evaluated litigation timelines, drafted revisions to consent order, and coordinated with opposing counsel.
CKJ	0.2	\$ 74.00	Reviewed need for expert witness engagement and recommended consultant retention.
SHB	0.5	\$ 105.00	Prepared and filed Notice of Appearance and correspondence to clerk for case record updates.
KAP	1.8	\$ 378.00	Drafted notice filings, compiled photographic exhibits, and prepared documentation binders for court filings and City reference.

Professional Services Summary – December 2024

Initials	Total Hours	Total Amount (\$)	Description of Services Provided
JMY	0.3	\$ 111.00	Professional legal services for City Attorney matters in December 2024.
ALA	3.2	\$ 1,184.00	Drafting and analysis related to YMCA purchase agreement and other matters.
DMS	2.6	\$ 1,066.00	Charter, state law, and personnel advisory work.
PCI	6.9	\$ 2,829.00	Charter change resolution drafting and agenda review with City staff.
SVD	17	\$ 6,970.00	Contract reviews, council meeting participation, personnel and termination issues.
FAA	4.4	\$ 1,804.00	Personnel discipline strategy and document review.
CSD	0.8	\$ 168.00	Publication confirmations and affidavit coordination.
MTW	0.3	\$ 63.00	Litigation hold letter preparation.

Total Billing by Month (2024)

Month	Total (\$)
January 2025	\$26,106.00
January 2025 – 2	\$20,551.00
February 2024-	\$17,504.50
February 2024-2	\$10,741.00
March 2024-	\$30,334.50
March 2024-2	\$18,310.50
April 2024-	\$17,825.50
April 2024-2	\$23,424.50
May 2024-	\$2,255.50
September 2024-	\$19,211.00
November 2024-	\$16,927.00
December 2024-	\$17,265.50
December 2024-2	\$14,195.00
TOTAL (2024)	\$234,651.50