



101 Midland Avenue, Basalt, CO 81621

Meeting Date: August 30, 2016
Location: Town Council Chambers

TOWN COUNCIL SPECIAL MEETING AGENDA

5:50 1. Call to Order (Mayor Whitsitt)

5:51 2. Roll Call (Pam Schilling)

5:52 3. Consideration of Retention Agreement with Attorney Steve Dawes

Motion to Consider:

Mayor, I move that the Town Council approve the Retention Agreement with Attorney Steve Dawes.

4. Adjourn

Motion to Consider:

Mayor, I move that the Town Council adjourn the special meeting.

THE LAW OFFICE OF STEVEN J. DAWES, LLC
ATTORNEY AT LAW

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STEVEN J. DAWES

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August 15, 2016

VIA E-MAIL: tsmith@aps-pc.com
Thomas Fenton Smith, Esq.
Town Attorney, Town of Basalt
Austin, Peirce & Smith, P.C.
600 E. Hopkins Ave, Suite 205
Aspen, CO 81611

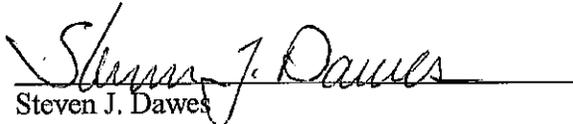
RE: Retention Agreement

Dear Mr. Smith:

This confirms that pursuant to our phone conversation the Town of Basalt has retained me to represent the Town in consulting with you as Town Attorney on matters related to the Town Council's consideration of the employment of the Town Manager, the Town's obligations under the Colorado Open Meetings Law and the Colorado Open Records Act, and matters relating thereto. This confirms that my fee rate is \$200 per hour. I do not bill for photocopies, research expenses, long distance calls, fax or e-mail charges, or other similar items of overhead. The only exceptions will be the costs incurred for the use of outside vendors. Examples are photocopy services for large printing or copying jobs, the retention of an outside expert witness, and court costs, if any litigation ensues. I will advise you in advance and obtain your approval if I foresee the need for such expenses. I do not bill for any travel time within the Denver metro area, but I do bill for travel outside of the Denver metro area. In this case, I do not anticipate the need for any travel, whether local or out of town. My practice is to bill monthly. Thank you for referring this matter to me, and I appreciate the opportunity to work with you on this.

Very truly yours,

THE LAW OFFICE OF STEVEN J. DAWES, LLC


Steven J. Dawes