



BASSFORD REMELE

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June 19, 2019

VIA EMAIL

Ms. Portia Hampton-Flowers
Deputy City Attorney
Saint Paul City Attorney's Office
15 West Kellogg Boulevard
Saint Paul, MN 55102

Re: *Bruce Clark, Peter Butler, and Ann Dolan v. City of Saint Paul, Minnesota; Shari Moore, in her official capacity as City Clerk, and Joseph Mansky, in his official capacity as Ramsey County Elections Manager*
District Court File No. 62-CV-19-857
Appeal No. A19-0916

Dear Deputy Hampton-Flowers:

This letter will confirm that you have retained Bassford Remele, P.A., to represent the City of Saint Paul, Shari Moore, and Joseph Mansky in the above-referenced appeal. This letter sets forth the terms of the engagement. If you agree to the terms set forth in this letter, please sign where indicated and return a copy of the letter to me.

SCOPE OF ENGAGEMENT. Bassford will represent the clients in Appeal No. A19-0916, which is an appeal the clients have taken from a district court order filed May 30, 2019. The engagement is limited to that appeal.

HOURLY RATE. Within Bassford Remele, P.A., I will have primary responsibility for this matter. My hourly rate is \$400. Given that Appellants' opening brief is currently due Monday, June 24, 2019, I will likely have to involve other attorneys to the extent necessary. Other Bassford shareholders will bill at an hourly rate of \$400. The hourly rate for associates is \$175; the hourly rate for paralegals is \$125. Like most firms, our time-keeping system records time by 1/10 of an hour (6-minute increments).

RETAINER. No retainer is required.

DISBURSEMENTS. The clients will pay all costs and disbursements. Bassford Remele, P.A. will advance costs and disbursements that are less than \$150.00, and then bill the clients. The

clients will pay costs greater than \$150.00 directly. Costs and disbursements may include items such as filing fees, printing charges, mileage, postage, and copying. Please note that these are only examples of costs and disbursements, and this is not meant to be a complete list of the types of costs and disbursements that may be included on bills.

BILLINGS. Bassford Remele, P.A. will provide the City of Saint Paul with bills for legal services and disbursements on a monthly basis. You agree to pay each bill within 30 days.

BILLING GUIDELINES. We have received the Policy Regarding Fees for Legal Services by Outside Counsel. We agree that, to the extent the terms of this engagement conflict with that policy, the policy governs.

FAILURE TO PAY FEES. In the event you do not pay the firm's legal fees as required, you agree that the firm may withdraw from representation.

We look forward to working with you.

Dated: June 19, 2019

By



Mark R. Bradford
Bassford Remele, P.A.

By

Portia Hampton-Flowers
Deputy City Attorney
City of Saint Paul