



## ***Memo***

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To: Board of Directors  
From: Larrie Ann Davis  
Date: November 22, 2019  
Subject: General Counsel Services

Attorney Van Blarcom's current agreement with the District provides for a prepaid retainer in the amount of \$2,000.00 per month for up to 10 hours of provided service, plus a rate of \$250.00 for every hour in excess of the 10 attorney hours per month. The current agreement was implemented in November 2008 and the Board, at that time, requested future review of the agreement annually.

Attached is an "Hours Recap" report provided by Attorney Van Blarcom. During the time period November 1, 2018 through October 31, 2019 Attorney Van Blarcom has had a total of 99.4 billable hours or an average of 8.28 billable hours per month.

We would like to recommend the continuation of the District's current engagement agreement with Ronald Van Blarcom for General Counsel Services.

Van Blarcom Legal Services

Agreement provides up to 10 hours per month for flat payment of \$2,000, and \$250 per hour for any hours over 10 each month.

Chart showing hours recap for 2018-2019

Month	Hours	Amount Due Per Agreement	Amount Billed / Payed
Nov 2018	7.8	\$2000	\$2000
Dec 2018	8.6	\$2000	\$2000
Jan 2019*	2.5	\$2000	\$2000
Feb 2019*	4.8	\$2000	\$2000
Mar 2019	13.8	\$2950	\$2000
April 2019	10.4	\$2100	\$2000
May 2019	9.6	\$2000	\$2000
June 2019	10.8	\$2200	\$2000
July 2019*	1.0	\$2000	\$2000
Aug 2019	12.4	\$2600	\$2000
Sept 2019	9.8	\$2000	\$2000
Oct 2019	7.9	\$2000	\$2000
<b>TOTALS</b>	<b>99.4</b>	<b>\$25,850</b>	<b>\$24,000</b>

\*Meeting cancelled

Chart for Last 5 years

Year	14-15	15-16	16-17	17-18	18-19	Total
Hours	97.4	103.4	122.5	115.2	99.4	537.9
Effective Rate	\$246	\$232	\$196	\$208	\$241	\$223