



Memo

To: Board of Directors
From: Larrie Ann Davis
Date: November 16, 2018
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. In October 2017 the Board unanimously approved the continuation of the District's current engagement agreement with Ronald Van Blarcom for an additional year.

Attached is an "Hours Recap" report covering October 2017 through September 2018. Attorney Van Blarcom has a total of 115.2 billable hours or an average of 9.6 billable hours per month. Based on the work performed in the last 5 years, Attorney Van Blarcom has averaged \$221.00 per hour for the billable hours each 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 2017-2018

Month	Hours	Amount Due Per Agreement*	Amount Billed / Payed
Oct 2017	12.4	\$2600	\$2000
Nov 2017*	5.2	\$2000	\$2000
Dec 2017	8.6	\$2000	\$2000
Jan 2018	14.8	\$3200	\$2000
Feb 2018	9.3	\$2000	\$2000
Mar 2018	12.5	\$2625	\$2000
April 2018	9.4	\$2000	\$2000
May 2018	8.6	\$2000	\$2000
June 2018	7.8	\$2000	\$2000
July 2018**	2.5	\$2000	\$2000
Aug 2018	15.2	\$3300	\$2000
Sept 2018	8.9	\$2000	\$2000
TOTALS	115.2	\$27,725	\$24,000

*Meeting cancelled

**Did not attend meeting

Chart for Last 5 years

Year	13-14	14-15	15-16	16-17	17-18	Total
Hours	105.6	97.4	103.4	122.5	115.2	544.1
Effective Rate	\$227	\$246	\$232	\$196	\$208	\$221