



## ***Memo***

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To: Board of Directors  
From: Larrie Ann Davis  
Date: November 4, 2020  
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 November 2019 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 November 2019 through October 2020. Attorney Van Blarcom has a total of 103.80 billable hours or an average of 8.65 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 2019-2020

Month	Hours	Amount Due Per Agreement	Amount Billed / Payed
Nov 2019	10.8	\$2200	\$2000
Dec 2019*	1.5	\$2000	\$2000
Jan 2020	15.8	\$3450	\$2000
Feb 2020	12.1	\$2525	\$2000
Mar 2020	14.2	\$3050	\$2000
April 2020**	10.4	\$2100	\$2000
May 2020*	3.6	\$2000	\$2000
June 2020**	10.8	\$2200	\$2000
July 2020**	3.8	\$2000	\$2000
Aug 2020**	4.2	\$2000	\$2000
Sept 2020**	5.3	\$2000	\$2000
Oct 2020	10.3	\$2075	\$2000
<b>TOTALS</b>	<b>103.8</b>	<b>\$27,600</b>	<b>\$24,000</b>

\*Meeting cancelled

\*\*COVID-19 (attended meeting via Zoom)

Chart for Last 5 years

Year	15-16	16-17	17-18	18-19	19-20	Total
Hours	103.4	122.5	115.2	99.4	102.8	543.3
Effective Rate	\$232	\$196	\$208	\$241	\$233	\$221