

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**  
**MEMORANDUM**

**To:** Board of Directors  
**From:** Loch A. Dreizler, General Manager  
**Date:** July 19, 2023  
**Subject:** Review Request for Proposals for Hiring New General Legal Counsel

**Recommendation / Proposed Motion**

Staff recommends discussing the selection of new general legal counsel, reviewing the table indicating which firms responded to the Request for Proposal (RFP), and determining the necessity of creating an Ad-hoc committee or holding a special meeting.

Proposed Motion – I move the Board to approve a *Legal Counsel Ad-hoc Committee* to choose and perform interviews with 3 or 4 of the seven legal firms/individuals that have submitted RFPs and recommend the most qualified to the entire Board on or before the regularly scheduled October Board meeting. The Ad-Hoc committee will consist of Director \_\_\_\_\_ and Director \_\_\_\_\_.

**Policy Implications**

At a special meeting in June, the Board approved staff to distribute a Request for Proposals (RFP) for new general legal counsel and subsequently create an ad-hoc committee later, depending on the RFP response. Staff received seven responses and therefore recommend creating an Ad-hoc committee.

Complete RFP responses will be available at the Board meeting and upon request.

**Fiscal Implications**

There are no anticipated changes in expenses for the District with the understanding that legal expenses vary from year to year.

**Alternatives Considered:**

- None

**Discussion**

Our most recent legal counsel, Rick Battles, retired on June 30, 2023. However, following his retirement, the Board approved him to be available on a retainer to assist District staff and the District's new general counsel with the transition process. The purpose of that arrangement is to:

- (i) Facilitate the transfer of institutional knowledge to the District's new attorney/law firm.
- (ii) Answer questions about how legal matters have been addressed at the District in the past and provide background information about such issues, and
- (iii) Assist in locating information contained in legal files and computer records.

The legal firms that responded to the RFP are indicated in the following table.

Complete RFP responses will be available at the Board meeting, upon request, and at any future Special Meetings or Ad-hoc committee meetings.

	<b>Firm</b>	<b>Location</b>	<b>Individual Representing the Firm</b>
01.	Price, Postel & Parma	Santa Barbara	Mark S. Manion
02.	Slovak, Baron, Empey, Murphy & Pinkney	Costa Mesa	Robert L. Patterson
03.	Atkinson, Andelson, Loya, Ruud & Romo	Irvine	Jeffrey A. Hoskinson (Nate Kowalski)
04.	Burke, Williams & Sorenson	Irvine	Chad W. Herrington
05.	Hollister & Brace	Santa Barbara	Peter L. Candy
06.	White Brenner	Sacramento	Nubia Goldstein
07.	Liberty Cassidy Whitmore	Fresno	Shelline K. Bennett