

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**

**MEMORANDUM**

**To:** Board of Directors  
**From:** Loch Dreizler, General Manager  
**Date:** June 21, 2023  
**Subject:** Retain Rick Battles, current legal counsel, for one year beginning July 1, 2023

**Proposed Motion / Recommendation**

Retain Rick Battles, current legal counsel to assist the District while transitioning to new legal counsel as outlined in the attached Retainer Agreement for Legal Services.

**Policy Implications**

The California Business and Professions Code requires written fee agreements between attorneys and clients concerning most legal matters.

**Fiscal Implications**

For services provided to the District, I will bill a flat monthly retainer fee of \$1,540, representing the equivalent of four (4) hours of time at a billing rate of \$385 per hour. If he spends more than four (4) hours of time providing services to the District during any calendar month, the additional time will be billed at the rate of \$385 per hour.

**Alternatives Considered:**

- Modify the attached Retainer Agreement for Legal Services with Rick Battles' approval.
- Do not accept the retainer offer.

**Discussion**

In early 2000, Rick Battles began to serve as general counsel to the Santa Ynez Community Services District. In that capacity, he has represented the District on legal issues that have arisen occasionally and attended meetings of the Board of Directors as requested. Rick is retiring from law practice on June 30, 2023. However, following my retirement, I can continue to be available on a retainer basis for some time to assist District staff and the District's new general counsel with the transition process. The purpose of that arrangement would be 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 matters, and (iii) assist in locating information contained in legal files and computer records.

Attachment:

1. Retainer Agreement for Legal Services