

MEMORANDUM

TO: Board of Trustees

THROUGH: Mike Bandelin, Interim General Manager

FROM: Susan Herron, Director of Administrative Services

SUBJECT: Approve a payment in the amount of \$7,200 to Erickson, Thorpe and Swainston, LLC

RELATED STRATEGIC PLAN BUDGET INITIATIVE(S): NOT APPLICABLE TO THIS ITEM

RELATED DISTRICT POLICIES, PRACTICES, RESOLUTIONS OR ORDINANCES: NOT APPLICABLE TO THIS ITEM

DATE: August 30, 2023

I. RECOMMENDATION

That the Board of Trustees approve a final payment to Erickson, Thorpre and Swainston, LLC in settlement for their work conducted.

II. BACKGROUND

There was an outstanding amount owed, pending negotiation, to Erickson, Thorpe and Swainston LLC. After the departure of the former District General Manager, Counsel reached out and asked for a settlement meeting. Acting District General Manager Mike Bandelin and Director of Administrative Services Susan Herron met with Counsel and negotiated a final payment for services rendered. The amount owed was \$10,277.60 and the settlement amount has been lowered to \$7,200.00.

III. BID RESULTS

Not applicable

IV. FINANCIAL IMPACT AND BUDGET

These funds will come out of the General Fund.

V. ALTERNATIVES

Decline this request and assume that this law firm will proceed with legal actions

against the District for funds owed.

VI. COMMENTS

There are no additional comments.

VII. BUSINESS IMPACT/BENEFIT

This item is not applicable to a business impact statement.

VIII. ATTACHMENTS

None

IX. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES

An approval, by the Board of Trustees, is needed in order to make this payment.