



TRUCKEE TAHOE AIRPORT DISTRICT - INTEROFFICE MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: KEVIN SMITH - GENERAL MANAGER
SUBJECT: ATTORNEY REPRESENTATION AGREEMENT
DATE: 11/18/2014

The attached letter and document is a proposal to enter into an agreement with ATKINSON, ANDELSON, LOYA, RUUD & ROMO for employment, human resource and labor law consulting. This agreement is similar in structure to the current District agreement with Kaplan Kirsch & Rockwell for aviation legal consulting.

While we do not have any current human resource or employment litigation pending, it is my recommendation that the District retain expert legal counsel in human resource law. Issues in this field continue to become more complicated with many layers. It is in the District's best interest to consult with legal counsel when necessary to assure proper process and procedures are followed as senior management handles these important matters.

As complicated HR issues present themselves, Staff will first consult District General Counsel, Brent Collinson. When it is determined by General Counsel and the General Manager that additional legal expertise is advantageous and necessary, the District will consult with Kevin Dale of ATKINSON, ANDELSON, LOYA, RUUD & ROMO. Mr. Dale is a specialist in labor and employment law specifically related to special districts and local government. Mr. Dale is also the labor law instructor for the California Special Districts Association.

There is no specified retainer for this agreement. We will be billed by the hour as services are requested. Brent Collinson has reviewed this agreement and found it to be in conformance with District policy.

It's my recommendation that the Board approve the attached agreement and permit the General Manager to retain the services of ATKINSON, ANDELSON, LOYA, RUUD & ROMO.