

Item #4 – Ratification of Amended Contract with Monique Norman

Following the October 8, 2015 Board meeting, it was brought to my attention that the contract with Monique inadvertently had a five year term of agreement rather than one year:

Term of Agreement

The term of this Agreement is **five years** from its execution date, subject to periodic performance reviews by the Brazos Valley Groundwater Conservation District's Board of Directors.

I contacted Monique and we agreed to insert the new language as it appears below:

Term of Agreement

The term of this Agreement is from the execution date in October of 2015 through the following 2016 calendar year.

The purpose of the action item is to ratify the amendment to the contract.

It is the recommendation by the General Manager to ratify the amendment to the Terms of Agreement from five years to one year.

Alan Day

From: Monique Norman <norman.law@earthlink.net>
Sent: Sunday, October 11, 2015 8:27 AM
To: Alan Day
Subject: FW: engagement letter
Attachments: engagement letter 2015-16.pdf

Alan,

Attached please find the revised engagement letter regarding the term. As we discussed, we have been readopting the same engagement letter for a few years now, but we didn't notice that the term is the same as the old 2004 contract. I have changed that to read as follows, as you and I have agreed:

Term of Agreement

The term of this Agreement is from the execution date in October of 2015 through the following 2016 calendar year.

Thanks so much,

Monique

Monique Norman
Attorney at Law
P.O. Box 50245
Austin, Texas 78763

512.459.9428
Fax 512.459.8671
norman.law@earthlink.net

From: Alan Day [<mailto:aday@brazosvalleygcd.org>]
Sent: Friday, October 09, 2015 6:56 PM
To: Monique Norman
Subject: Re: engagement letter

Monique,

Please send me an email referencing the change and your acceptance of it. I will put that with the contract. I think it is cleanest way to execute since the Board voted on the other version.

Your thoughts?

Alan

Sent from my iPhone

On Oct 9, 2015, at 1:42 PM, Monique Norman <norman.law@earthlink.net> wr

See attached. Have a great weekend.

Thanks

expenses incurred on your behalf exceeding Five Hundred Dollars (\$ 500.00) in amount will be submitted to you directly for payment. If anything in this letter or the Standard Terms of Engagement is unclear or presents a problem to you, please advise me promptly so I may discuss it and reach a full understanding.

Term of Agreement

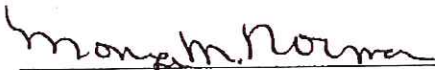
The term of this Agreement is from the execution date in October of 2015 through the following 2016 calendar year.

Acceptance of Terms

If this arrangement is acceptable to you, please sign the enclosed duplicate original of this letter and return it to us at your earliest convenience.

I truly appreciate the opportunity to be of service to you and look forward to working with you in a mutually beneficial relationship.

Sincerely,


Monique M. Norman

AGREED TO AND ACCEPTED

Brazos Valley Groundwater Conservation District

By: 

Title: General Manager, BVGCD

Date: 10-25-15