

WEST CHICAGO CIVIL SERVICE COMMISSION

REGULAR MEETING NOTICE

Tuesday May 9, 2023 at 5:00 P.M. | West Chicago City Hall | City Council Chambers

(1) Call to order and Establishment of a Quorum

(2) Approval of Minutes

(3) Correspondence

- (a) Letter dated March 28, 2023 from Civil Service Commission Attorney James H. Knippen, II
- (b) Firm and attorney profiles with rates for legal services from Klein Thorpe & Jenkins

(4) Public Participation

- (a) Virtual guests Dennis G. Walsh and Thomas M. Melody from Klein, Thorpe & Jenkins

(5) Old Business

- (a) Update on Lateral Police Officer recruitment (Informational)
- (b) Update on Entry Level Police Officer testing to establish new eligibility roster (Informational)
- (c) Update on Sergeant promotional testing to establish new eligibility roster (Informational)

(6) New Business

- (a) Retirement of Civil Service Commission Attorney with discussion on the process to select new legal counsel to the Commission (Informational)

(7) Items for Discussion and Possible Action:

- (a) Agenda item 6(a) above

(8) Executive Session

- (a) Pursuant to Section 2(c)(1) of the Open Meetings Act for matters relating to the employment, appointment, compensation, discipline, performance, or disciplining of specific employees.

(9) When Applicable, Items to be Referred for Final Action from Executive Session

(10) Adjournment

WEST CHICAGO CIVIL SERVICE COMMISSION

REGULAR MEETING MINUTES

Tuesday March 14, 2023

(1) Call to order and Establishment of a Quorum

Chairperson Keith Letsche called the meeting to order at 5:05 P.M. In attendance were Chairperson Keith Letsche and Commissioner Kevin Millon. Commissioner Edmond Moore was absent. Police Chief Colin Fleury was present. Human Resources Manager Sash Dumanovic was participating by phone conference.

(2) Approval of Minutes

Motion by Commissioner Millon to approve the minutes from the February 14, 2023 Regular Civil Service Commission meeting, seconded by Chairperson Letsche. No further discussion and motion carried.

(3) Correspondence

None

(4) Public Participation

None

(5) Old Business

- (a) Chief Fleury reported to Commissioners that written tests for two vendors were reviewed by Command Staff and the Human Resources Manager. While no testing instrument will be perfect, the proposal from IO Solutions was favored because it provided a scope, customization of questions, and test structure that align with the needs of the City of West Chicago Police Department. Proposals were similar in cost as previously presented and the City and Commission have used IO Solutions for the last round of entry-level and promotional Sergeant testing that yielded high quality entry-level hires and promotions.

Staff recommended utilizing the services of IO Solutions for the entry-level police officer testing to create a new registry of candidates. Motion made by Commissioner Millon to accept the staff recommendation, seconded by Chairperson Letsche. No further discussion and motion carried.

WEST CHICAGO CIVIL SERVICE COMMISSION

(6) New Business

- (a) The 2022 Civil Service Commission Annual Report was submitted to the Commission from Human Resources Manager Dumanovic and accepted by the Commission.

(7) Items for Discussion and Possible Action

- (a) Lateral Police Officer Recruitment update
Chief Fleury reported that Lateral Officer candidate Matthew McClelland has completed most of the pre-employment hiring steps as outlined in the Commission Rules and Regulations. At the present time he has completed the visit to the occupational health provider for the medical step, and the results are pending. It is expected that an appointment letter will follow once this step is fully complete.

(8) Executive Session

- (a) Pursuant to Section 2(c)(1) of the Open Meetings Act for matters relating to the employment, appointment, compensation, discipline, performance, or disciplining of specific employees.

Commissioners had the opportunity to review the minutes from the Executive Session on February 14, 2023 meeting. There were no questions or further business to consider regarding the February 14th, 2023 minutes. Motion made by Commissioner Millon approve the minutes from the February 14, 2023 Executive Session of the Civil Service Commission, seconded by Chairperson Letsche. No further discussion and motion carried.

(9) When Applicable Items to be Referred for Final Action from Executive Session

None

(10) Adjournment

- (a) Motion by Commissioner Millon to adjourn the meeting. Seconded by Chairperson Letsche. No further discussion and motion carried. Meeting concluded at 5:17 PM.



March 28, 2023

Michael Guttman
City of West Chicago
475 Main Street
West Chicago, Illinois 60185

Re: West Chicago Civil Service Commission

Dear Mike:

Please let this letter confirm our recent conversation regarding my pending retirement. I am in the process of retiring from the active representation of clients. I am still doing some specific assignments for municipal clients. It is my intent, however, to complete those assignments and move on to very limited pro bono representation.

Consequently, I am notifying you that I intend to retire as counsel for the West Chicago Civil Service Commission. Initially, I would like to thank the City of West Chicago and the commission for permitting me to represent the Civil Service Commission over the past several years. I have enjoyed working with the members of the commission and city staff and have found that experience to be professionally edifying in all respects. Carol Lebeau was a dedicated and thoughtful staff representative, and I wish her the best in her retirement.

I will, however, continue to represent the commission until you have found a replacement. When you have, please let me know and we can formalize a final termination of the relationship.

Very truly yours,
WALSH, KNIPPEN & CETINA, CHARTERED



James H. Knippen, II

JHK/kl

cc: Pat Bond

Klein, Thorpe and Jenkins, LTD., Attorneys at Law

City of West Chicago
Civil Service Commission



A TRADITION OF
EXPERIENCE, EXPERTISE, &
EFFICIENCY

Contact Information

YOUR KLEIN, THORPE AND JENKINS TEAM

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Our History

At Klein, Thorpe and Jenkins, the business of local government is our business.

For more than 85 years we have represented more local governments in Illinois than any other law firm. From school districts to fire protection districts, and from cities, towns and villages to parks and other special districts, governmental entities count on us to ensure their commerce thrives, their air and water are clean and their elections run smoothly.

As a full-service firm, our lawyers serve in the role of general counsel as well as support a wide variety of specialty services or projects for numerous Illinois cities, towns, and villages and also act as special counsel to local governments on a project-by-project basis. Over the years we have evolved to also deliver a diverse range of legal services to help private corporations and individuals reach their personal and business objectives.

Klein, Thorpe and Jenkins works to learn about and partner with the communities we serve. We understand that the two primary purposes of local government is to deliver a range of services to its residents, its property owners, its community institutions and its business community, and to collaborate with local, county, state and federal agencies in providing those services. We genuinely care about the communities we serve because the attorneys at KTJ are part of them. We understand the importance of local government and how it is the center of the lives of its residents. The practices we have honed over the past eight decades focus our values of experience, expertise and efficiency to benefit your community—the community that we are part of, too.

Klein, Thorpe and Jenkins, Ltd. and all attorneys employed by Klein, Thorpe and Jenkins, Ltd. are licensed to practice law and in good standing with the State of Illinois and Attorney Registration and Disciplinary Commission (“ARDC”).

Firm Overview

Founded:

1935



Legal Team:

30 Attorneys

2 Paralegals

3 Law Clerks



Offices:

Chicago, IL

Orland Park, IL

Streator, IL

Lincolnshire, IL

Westmont, IL

We Represent:

- 32 Municipalities
- 46 School Districts
- 64 Libraries
- 7 Fire Protection Districts



- 11 Board of Fire and Police Commissions
- 1 Sanitary Districts
- 18 State, County and Township Departments
- 6 911 Dispatch Authorities

Municipal Practice Areas

- ◆ Annexations
- ◆ Board Practices
- ◆ Conflicts of Interest
- ◆ Finance and Economic Development
- ◆ Freedom of Information Act
- ◆ Labor and Employment
- ◆ Open Meetings Act
- ◆ Property Issues
- ◆ Zoning



KTJ Practice Areas

- ◆ Municipal Law
- ◆ School Law
- ◆ Library Law
- ◆ Special Districts
- ◆ Administrative Law
- ◆ Wealth & Succession Planning
- ◆ Election Law
- ◆ Construction Law
- ◆ Environmental Law

Service Profile

Our firm has provided comprehensive local government service to our clients throughout the years and we offer a wide range of expertise in all local government matters. We have attorneys who concentrate in all areas of the law that may affect local governments.

KTJ works extensively with municipalities that are home rule and non-home rule, with Article 3.1 and Article 5 council-manager forms of government. We have a well-rounded knowledge of the strengths and limitations of these types of government and with the balance of powers.

Day-to-Day Municipal Government Operations:

We currently serve as general counsel to 32 Illinois cities and villages. In that capacity, we provide the needed legal assistance for the day-to-day municipal operations. We routinely attend staff meetings and work office hours at village and city halls, which allows us to interact with staff to remain fully informed on legal issues and potential issues and to address every department's needs in a timely manner. We pride ourselves on our ability to often quickly address questions raised by staff based on our depth of experience.

Ordinances and Intergovernmental Agreements:

We have a vast supply of ordinances and templates to draw from to assist with drafting of municipal ordinances for multiple purposes including budget, tax levy, zoning and code amendments. Our extensive inventory of intergovernmental agreements with a variety of local governments, special districts, counties, townships, state and federal agencies is reflective of our years of experience and serves as a valuable resource for our clients.

Contract Bidding and Preparation:

We provide compliance advice and document preparation, as needed, regarding project bidding, awards of project contracts and change orders. We also have a vast array of vendor and consulting agreements that can be updated to meet the specific needs of our municipal clients. We have developed numerous contract resource documents that are easily tailored for use by our clients. This is another example of not having to reinvent the wheel for a common municipal need leading to our cost effective provision of legal services.

FOIA and OMA:

This area of law has exploded due to the high volume of FOIA requests being submitted to governmental bodies and the role of the PAC and the courts in enforcing OMA violations. Our goal is to educate our clients in the application and administration of FOIA and OMA so that the client can do as much as possible without incurring legal expense; however, we are often asked to review FOIA requests and to draft responses, as well as advise on OMA matters. Our Manual on FOIA and OMA, published by the Illinois Municipal League ("IML"), is a comprehensive guide for staff to use in complying the "sunshine laws" in Illinois.

Zoning, Variance and Special Uses:

Zoning and land use issues are one of the most common areas of need for legal advice in municipal law. We are well versed in land use issues. We have published and spoken extensively on zoning issues. We often attend Plan Commission and Zoning Board meetings on behalf of clients and draft recommendations to the Board on zoning issues while drafting final zoning ordinances. We take a proactive approach to advising clients on zoning issues, given the always present prospect of judicial review of a zoning decision.

Administrative Adjudication:

Our office has established Administrative Adjudication programs for many of our clients allowing greater revenue to be realized from code enforcement. Specifically, we have created Administrative Adjudication programs for Clarendon Hills, Lombard, Mount Prospect, Northfield, Palos Park, River Forest, Riverside, Schaumburg, Wheeling, and Vernon Hills. We have an in depth understanding of how such program operate. We are also involved where needed to prosecute violations through the Administrative Adjudication process.

Ethics and Conflicts of Interest:

As the KTJ Manual on Conflicts of Interests and Liability of Illinois Elected Officials, published by the IML, demonstrates, we are keenly aware of the federal and State laws pertaining to ethics, conflicts of interest and gift bans that impact our clients. We are routinely asked to provide guidance and opinions on these issues for our clients.

Labor Law:

KTJ is experienced and routinely provides labor counsel for its clients. KTJ has a labor relations practice group, headed by Director and Shareholder Thomas Melody, who would assist and work with the City and Commission on collective bargaining and other personnel or labor issues. Mr. Melody has negotiated many collective bargaining agreements, and represented employers in all facets of labor and employment law, including contract administration and grievance arbitration, compliance with State and federal labor and employment laws, and employment litigation in both State and federal courts and administrative agencies. He has represented numerous public sector employers in both State and federal courts, as well as before State and federal administrative agencies such as the Equal Employment Opportunity Commission, the Department of Labor, the Illinois Department of Human Rights, the Illinois Department of Employment Security, the Illinois Labor Relations Board, and the Illinois Educational Labor Relations Board. He has also handled numerous matters before local Civil Service Commissions and Fire and Police Commissions.

Labor and Employment

Defending Against Claims

We routinely defend both private and public sector clients against individual and class actions in federal and State courts regarding a variety of aspects of employment law. Matters we handle include, but are not limited to:

- Race, gender, religion or national origin discrimination (Title VII)
- Age discrimination (Age Discrimination in Employment Act/ADEA)
- Accommodation of disabilities (Americans with Disabilities Act/ADA)
- Unpaid wages or overtime (Fair Labor Standards Act/FLSA)
- Employee leave (Family and Medical Leave Act/FMLA)
- Claims for Public Safety Employee Benefits Act (PSEBA) benefits
- Claims for Public Employee Disability Act (PEDA) benefits
- Petitions to intervene in police officer and firefighter disability matters
- Violations of employment contracts such as covenants not to compete and nondisclosure agreements
- Termination disputes involving wrongful discharge or dismissal of employees
- Faculty and tenure disputes, disciplinary action and other issues involving education law

We also counsel on matters related to the:

- National Labor Relations Act
- Illinois Public Labor Relations Act
- Illinois Educational Labor Relations Act
- Illinois Human Rights Act
- Uniform Services Employment and Re-employment Rights Act
- Local pension board disability proceedings

Reducing the Risk of Claims

We also counsel clients on the best practices and policies to prevent future issues, including reviewing and updating personnel policy manuals to ensure compliance with federal and State laws. By establishing and enforcing sound policies and procedures, many employers can avoid costly lawsuits down the road.

Our attorneys regularly counsel on minimizing risk when dealing with employment issues such as:

- Contract negotiation
- Reduction in force
- Employee discipline
- Anti-harassment policies and training

We also provide regular training on all types of labor and employment issues and are regular presenters at statewide conferences such as the IIT Kent College of Law Public Sector Labor Law Conference, the Illinois Public Employee Labor Relations Association (IPELRA) annual conference and the Illinois School Board Association Joint Annual Conference.

Approach to Service Delivery

A major strength of our firm comes from our history of dedication to local government law and the delivery of high quality legal services to units of local government in a cost effective manner. From experience, we understand that the primary purpose of local government is the collaboration with, and service to, its residents, its property owners, its business community, other local governments and other community-based organizations. At Klein, Thorpe and Jenkins, Ltd., our goal is to assist in this purpose by providing staff with sufficient information necessary to make legally sound decisions. We practice proactive law, providing comprehensive, prudent legal assessments and counseling, before hearings are conducted and decisions are made, which serves to eliminate conflicts and potential liabilities before they arise. We work to help you achieve solutions to your problems, and not just provide answers to legal questions.

Our firm prides itself on quick turn-around time. Our experience and extensive resources created in working for multiple government entities for many years make it likely that we have previously dealt with many of the issues facing the City and Commission. Thus, the City and Commission will benefit from our experience and save both time and legal fees due to the efficiency and expertise that we will provide. Of course, certain issues, due to their complexity, may take more time to resolve. We provide our cellphone numbers to clients and encourage them to contact us directly, at any time, when a pressing need arises.

1. Solutions

We believe that our responsibility is to not simply provide the legal “answer”; we listen carefully to our clients’ concerns, to understand them thoroughly, and to partner with our clients to identify and formulate an effective solution related to the problem.

2. Efficiency

We have developed and maintain an electronically accessible set of comprehensive resource and training materials, policies, opinions, forms and research files on virtually all areas of governmental law.

3. Prevention

We are devoted to working with our clients to proactively anticipate and address potential liabilities. We believe in working with you to minimize conflict and litigation, with prudent counseling before decisions are made.

We remain current on legal developments, and keep our clients informed, through regular electronic bulletins (E-notes), updates on our website and with specialized alerts, of relevant and significant legal developments.

Our Philosophy: The Three E's

Experience. Expertise. Efficiency.

Klein, Thorpe and Jenkins, Ltd. has been practicing municipal law in Illinois for over 80 years. This is something we do not take lightly. We have been able to create a legacy of success by focusing on the three E's.



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Experience
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- ◆ We have established a reputation of trusted leaders in local government law over the past eight decades.
- ◆ We do our best to support the communities we serve, including our efforts to provide the elected and appointed officials and staff with the best information needed to make legally sound decisions.
- ◆ **Experience comes from doing the work.**

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Expertise
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- ◆ Our attorneys are skilled and experienced in all facets of municipal functions and operations requiring legal support.
- ◆ We consider ourselves to be “problem solvers” and work to help our clients achieve solutions to their problems, not just answers to legal questions.
- ◆ **We work continually to improve and enhance our services in our clients.**

.....
Efficiency
.....

- ◆ We recognize the budgetary realities and constraints of municipal operations.
- ◆ We have the staff and resources to manage the business demands and timelines of our clients. We are accustomed to the regular cycle of municipal business involving timely preparation of board packets, budget and levy documents, compliance with FOIA requests, etc.
- ◆ **Our depth of experience and expertise results in the most efficient services possible.**

Why Choose KTJ Attorneys

◆ We practice **proactive** law, with prudent counseling before decisions are made, serving to eliminate conflicts and potential liabilities before they arise. We work to help our clients **achieve solutions** to problems, not just answers to legal questions.

◆ When lawsuits or controversies cannot be avoided, we are **aggressive advocates** for our clients. Our firm prides itself on a **record of success** in defending municipal entities, and employees in litigation in all types of forums.

◆ We have a **comprehensive** set of resource and training materials, policies, opinions, forms, and research files that we maintain in virtually **all areas of governmental law**.

◆ We **remain current** on legal developments, and **keep our clients informed** both through regular bulletins, updates on our website, and with specialized alerts, of relevant and significant legal developments.

◆ Through the **team approach**, we will provide the highest quality legal services in a **cost-effective manner**.

City of West Chicago's Legal Team



Thomas M. Melody

Partner

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Dennis G. Walsh

Partner

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Thomas M. Melody

Partner



Education:

Loyola University School of Law,
J.D., 1994

Loyola University, B.A., English,
1988

Practice Areas:

Municipal Law

School Law

Library Law

Special Districts

Corporate Law

Awards and Recognition:

Tom has been named a Leading
Lawyer for many years. Leading

Lawyer is a peer-recommended
distinction awarded to fewer than 5%
of attorneys in Illinois.

Professional Profile

Thomas M. Melody's experience includes the general practice of school and municipal law, with a focus on labor and employment law. He has negotiated many collective bargaining agreements, and represented employers in all facets of labor and employment law, including contract administration and grievance arbitration, compliance with State and Federal labor and employment laws, and employment litigation in both State and Federal courts and administrative agencies. He has served as a member of the Executive Committee of the Illinois Council of School Attorneys for several years.

Tom has a thorough knowledge of all State and federal labor and employment laws and related regulations and case law. He has represented numerous public sector employers in both state and federal courts, as well as before state and federal administrative agencies such as the Equal Employment Opportunity Commission, the Department of Labor, the Illinois Department of Human Rights, the Illinois Department of Employment Security, the Illinois Labor Relations Board and the Illinois Educational Labor Relations Board. He has also handled numerous matters before local Civil Service Commissions and Fire and Police Commissions.

Tom graduated from Loyola University of Chicago in 1988 with a Bachelor of Arts degree in English. He received his J.D. degree from Loyola University School of Law in 1994. Thomas has been admitted to the Bars of the State of Illinois, the United States District Court for the Northern District of Illinois, and the United States Court of Appeals for the Seventh Circuit.

Recent Presentations

- "Impact Bargaining," December 2, 2022
- "Safety Less Liability: Implementing An Ideal Safety Regime," November 20, 2021
- "Contract Negotiations: Strategies, Economic Conditions, Trends" March 11, 2021
- "Legal Updates in Illinois School Law," January 10, 2020
- "Nuts and Bolts of Contract Negotiation," November 15, 2019
- Competitive Bidding for Illinois Schools, September 4, 2019
- "Dealing with the Medicated Worker: Current Issues Involving Medical Marijuana and Anticipated Issues with Recreational Use," October 28, 2019
- "Weathering the Scorn—Public Business & Difficult Citizens," November 17, 2018

Publications

- "Formal Dismissal and Suspension Procedures Under Illinois Tenure Law," co-author, IICLE, 2021 Edition of Illinois School Law: Personnel and Student Issues
- "Labor-Management Cooperation in a Fire Department Closure: The Hollywood Story – author, Chicago Kent College of Law in the Illinois Public Employee Relations Report Volume 33 Issue 4," Fall 2016
- "Answers to FAQs Regarding the Gift Ban Provisions of the State Officials and Employee Ethics Act," co-author, ICSA, June 2014
- "Manual on Municipal Forms of Government" – co-author, Illinois Municipal League, 2014 Edition

Dennis G. Walsh

Partner



Education:

UIC John Marshall Law School,
J.D., 1986

State University of New York
Polytechnic Institute
magna cum laude, 1982

Practice Areas:

Municipal Law

School Law

Library Law

Special Districts

Corporate Law

Construction Law

Environmental law

Awards and Recognition:

Dennis has been named a Leading Lawyer for many years. Leading Lawyer is a peer-recommended distinction awarded to fewer than 5% of attorneys in Illinois.

Professional Profile

Dennis G. Walsh is the immediate past President of the firm and has over 36 years of experience in representing public bodies including counties, municipalities, local libraries and library districts, park districts, school districts, fire protection districts, fire commissions, townships, Metra and intergovernmental cooperative agencies in all areas of practice. He is currently the Village Attorney for the Village of Orland Park.

He has extensive experience in resolving the complexities and statutory requirements associated with budgets, tax levies, bidding and procurement, the acquisition and sale of real estate, environmental and construction matters, open meeting and freedom of information laws, policy review and revisions, employment issues, contracts and intergovernmental agreements. He assists public officials and employees with understanding their roles and duties including their ethical requirements. Dennis has been involved in defending complex civil rights, public official, police and constitutional claims (involving both monetary and injunctive relief), as well as lawsuits involving personal injury, defamation, wrongful death, breach of contract and virtually all areas of municipal law, including zoning and land use.

Dennis also oversees the firm's environmental practice. He has been providing expert assistance in environmental law to the firm's private and public sector clients and other attorneys since he joined the firm in 1986, and he has experience under the full range of state and federal clean air, water, noise and hazardous substance statutes and regulations including CERCLA, RCRA, LUST and the Illinois Site Remediation Program. He assists the firm's clients in responding to sites containing hazardous substances and waste including contaminated quarries, public utilities, gas stations, former manufactured gas plants (MGP), incinerators, abandoned landfills and abandoned, idled, or underused industrial and commercial properties where expansion or redevelopment has been hindered by real or perceived contamination. He was lead counsel in one of this nation's largest remediation projects of an MGP site.

In addition to his local governmental practice, he maintains an extensive private sector practice and advises a number of individual and corporate clients on their legal needs.

Presentations

- Dennis has spoken to various groups on a wide range of political topics.

Publications

- What You Don't Know About Your Underground Storage Tanks Can Hurt You – Illinois Municipal Review
- Installation and Operation of Underground Storage Tanks – Illinois Municipal Review
- Responding to a Release from Your Municipal Underground Storage Tank – Illinois Municipal Review
- Out of Service Underground Storage Tanks and Closure Procedures – Illinois Municipal Review
- Bringing Your Underground Storage Tank Up to Date – Illinois Municipal Review
- Reimbursement to Local Governments for Emergency Responses to Hazardous Substance Releases – Illinois Municipal Review

Hourly Rates

We do not bill for the added value of past services. Our clients receive benefits from each other whenever possible. When working on an issue for two or more local government clients, we directly bill each for the work, but split the costs between those local government clients.

Our minimum time increment for billing purposes is one-tenth (.1) of an hour. Substantive phone communications are billed at a minimum of three-tenths (.3) of an hour; if longer the billing is fixed in one-tenth (.1) increments on an hour.

General Legal Services:

| | |
|-------------------------|----------|
| Partners' Time | \$255.00 |
| Senior Associates' Time | \$245.00 |
| Associates' Time | \$235.00 |
| Senior Paralegals' Time | \$175.00 |
| Paralegals' Time | \$165.00 |
| Law Clerks' Time | \$140.00 |

Debt Issuance Work:

To be negotiated based on the complexity of the financing and whether an opinion is required relative to debt issuance, but not less than the greater of twenty-five hundredths of a percent (0.25%) of the amount of the debt issue or \$1,500.00.

Special Assessments:

The typical fee shall be four percent (4%) of the estimated cost of construction, plus property acquisition costs and actual out-of-pocket costs; which are built into the special assessment project costs. If a negotiated fee is used, the special project work general services hourly rate fee will apply. Any litigation fees and costs related to a legal challenge to the special assessment are not included in the above fee and will be charged at the litigation rates.

Special Service Areas:

The typical fee shall be two percent (2%) of the estimated cost of construction or, if a negotiated fee is used, the special project work hourly rate fee will apply. The fee is built into the special service area project costs. Any litigation fees and costs related to a legal challenge to the SSA are not included in the above fee and will be charged at the litigation rates.

Miscellaneous Expenses:

| | |
|-------------------|-----------------|
| Copying | \$0.20 per page |
| Printing | Actual Cost |
| Delivery | Actual Cost |
| FAX | No Charge |
| Filing Fees | Actual Costs |
| Mileage | No Charge |
| Computer Research | Actual Cost |
| Secretarial | No Charge |

Your agreement to this engagement constitutes your acceptance of the foregoing terms and conditions. If any of them is unacceptable to you, please advise us now so that we can resolve any differences and proceed with a clear, complete, and consistent understanding of our relationship.

The firm does not bill for secretarial or clerical work nor for any inter-office attorney consultations within our firm. We do generally bill for travel, although we can make adjustments for extended travel distances so as not to penalize a client for their distance from our nearest office. We provide monthly statements with date, description, and time spent.



English ▼

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West Chicago Civil Service Commission Contractual Legal Services

APRIL 21, 2023 BY CITY OF WEST CHICAGO



The West Chicago Civil Service Commission is seeking contractual legal services to provide the Commission, as needed, with legal opinions, other advice and with representation in legal proceedings on a fee basis. A resume setting relevant experience and fee requirements should be forwarded to Sash Dumanovic via email at sdumanovic@westchicago.org by 4:00 PM on Friday May 5, 2023.

FILED UNDER: EMPLOYMENT



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DEPARTMENTS

City Administration: [Contact](#)

Finance: [Contact](#)

Community Development: [Contact](#)

Police: [Contact](#)

Public Works: [Contact](#)

INTERNAL EMAIL

City of West Chicago Email Login

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HOURS

Monday - Friday
8:00 a.m. - 4:30 p.m.

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