



AGENDA MEMORANDUM

DATE: June 24, 2025

TO: Forest Preserve District Finance & Administration Committee

FROM: Benjamin Haberthur, Executive Director
David Petschke, Finance Director

SUBJECT: Engagement of General Legal Counsel services with Ancel Glink P.C.

PURPOSE:

The purpose of this memorandum is to provide the Committee with a proposal from Ancel Glink P.C. to provide general legal counsel services to the District.

BACKGROUND:

Kinnally Flaherty Krentz Loran Hodge & Masur P.C. has been the District's general legal counsel since 1991.

The District issued a Request for Proposals (RFP) for general legal counsel at the direction of the board in May 2025. There were seven qualified respondents to the RFP. Staff selected the top three firms from those respondents, and interviewed them to determine the most qualified based upon related experience, qualifications, firm approach and the proposed pricing that best fit the District's needs.

Ancel Glink P.C. was the firm that was rated highest among the very qualified pool of respondents. They currently have 45 attorneys and have a long history of successful and innovative work on behalf of forest preserve districts, park districts, and other governmental bodies. The firm concentrates on the representation of units of government, and they have the depth and breadth of experience among their attorneys serving those agencies. In conjunction with the Illinois Association of Park Districts, they also assist in the pursuit of new legislation for the benefit of their clients. The firm also has a focus on educating both local government officials and employees by providing customized training courses, a blog that they call the "Municipal Minute" and an electronic newsletter called "Ancel Glink Today".

The proposal from Ancel Glink excludes "specialty" representation such as litigation and collective bargaining. If the District utilized representation for any of these services it would be billed in quarter-hour increments at a rate of:

- \$300 per hour for Partners and Sr. Counsel
- \$250 per hour for Associates
- \$125 per hour for Paralegals

FINANCIAL IMPACT:

Last year, the District paid a total of \$111,396 in annual general counsel legal retainer fees. This amount included all legal matters for the District. The total fee included in the proposal by Ancel Glink is \$36,000 for

general counsel matters, plus reimbursement of out-of-pocket expenses estimated to be less than \$1,200 per year. Even though this engagement excludes legal representation such as litigation and collective bargaining, the District believes that the savings in legal retainer fees will allow the District to engage Ancel Glink as needed on an hourly basis, and still align with the budget approved by the board. Ancel Glink P.C. agreed to hold this retainer at the same cost through June 30, 2027, to align with the District's fiscal year.

RECOMMENDATION:

Staff recommends the Commission approve the engagement for legal services with Ancel Glink P.C. of Chicago, Illinois.

ATTACHMENTS:

Engagement Letter

Scope of Services