



Enriching the
Quality of Life

April 8, 2020

Re: Addendum to the Legal Request for Proposal for the Bourbonnais Township Park District

It was requested on the proposed/price for such legal services, below are services that the district utilized from our current legal counsel for the past three years. This should give you a better understanding of the district's legal needs.

JAN. 2018

Board Meeting \$200.00
Emails \$18.75
Revise Ordinance Map \$125
Letter to County Clerk \$18.75

FEB. 2018

Board Meeting \$750.00
Letter to ED \$18.75
Emails \$82.50

MAR. 2018

Prep reply to Labor Relations \$110.00
Board Meeting \$ 300.00
Telephone Conferences \$192.50
Review Closed Session \$137.50
Prep draft letter \$165.00

APRIL 2018

Revise & Approve Bike Share \$41.25
Board Meeting \$150.00
Review Bike Sharing Agree. \$137.50

MAY & JUNE 2018

Prep Union Neg. \$450.00
Attend Union Neg. \$480.00
Board Meetings Total for Both Apr & May \$483.75

Conference Calls \$450.00

JULY 2018

Filing Fee @ Sec. of State \$5.00

Attend Board Meeting \$157.00

AUG. 2018

Review Municipal Lease*

Review Subpoena *

Attend Budget Meeting* * \$596.25

SEPT. 2018

Drafted Inter Gov. for Play Ground Equip. \$337.00

Draft FOIA responses (2) *

Review Board Pack *

Attend Aug. Meeting* *\$427.00

OCT. 2018

Review Agenda & Prep Ordinance for Bond Meeting \$90

Review Bond Ordinance \$225.00

Review Board packet with Bond & Cert. \$472.50

NOV. 2018

Attend Special Meeting for Bond*

Review Board Docs*

Attend Board Meeting (Bond Ordinance Passed, Signatures obtained)*

Review Board Docs Oct.*

Email to ED with answers regarding Election Petitions.* *\$517.50

DEC. 2018

Review Contract for Building, Email ED notes.*

Prep. Audit response to Accountants, Email ED a copy. *

Attend Board Meeting *

Draft letter of intent to renew ED Contract, Email Board Members *

Edit ED Contract, Email Board Members.* *\$885.00

Jan. 2019

Email Attorney regarding lease changes*

Calls to Bour. Township Assessor, Kankakee County Sup of Assessments to discuss tax exempt statu.*s of school building lease. *

Review Board packet. *

Attend Board Meeting.* *\$391.25

FEB. 2019

Calls and Emails regarding building lease. *
Review Board Packet.*
Attend Board Meeting.* *\$258.75

MAR. 2019

Calls and Emails regarding tax issues.*
Review Board Packet.*
Attend Board Meeting. * *\$350.00

APRIL 2019

Review Board Packet.*
Attend Board Meeting.* *\$292.50

JUNE 2019

Work on annexation of add'l property agreement \$468.75
Calls & Emails with Title Co. regarding deed & tract search \$62.50

JULY 2019

Email Ed regarding follow up question from Board Meeting \$50.00
Review Board Meeting Agenda & Packet \$110.00
Email ED information \$87.50
Calls ED regarding Draft of letter offering to purchase property \$137.50
Email Letter offering purchase of property \$37.50
Draft Inter Gov. Agreement of Pickle Ball Court \$247.01

AUG & SEPT 2019

Review Board packet \$200.00
Attended Spec. Board Meeting regarding Restroom Renovations \$50.00
Attend Board meeting \$380.00
Calls and Meetings with Board members \$337.50
Calls ED \$150.00
Research into BTPD Policies, PD Statues, Code of Conduct including calls and emails with Board Members \$440.00
Prep & Attend statement for spec. session \$612.50
Meeting with Board members and National Park Foundation \$380
Review Workplace Act & Email ED with answers to previous questions \$150.00
Attended Board meeting \$200.00
Review lien search \$112.50
Email final Ordinance \$25.00
Letter to Kankakee County Clerk \$18.75

OCT 2019

Call to ED \$50.00
Review Inter Gov. Agreement \$112.50
Emails \$112.50
Revise DP Lease \$154.03
Review agenda \$39.44
Call & Review Board Packet \$200.00
Prep Inter Gov. Agreement Resolution \$75.00
Attend Board meeting \$220.00
Emails & Calls \$175.00
Call with ED \$100.00

NOV & DEC 2019

Emails \$175.00
Prep Audit response letter including email \$75.00
Attended Spec. meeting for bid approval \$40.00
Review Board Packet \$71.72
Attended Board Meeting \$220.00
Calls \$62.50
Review Board Packet \$70.00
Attended Board Meeting \$180.00

JAN & FEB 2020

Prep Bus Space Lease & Emails \$223.13
Review Policy & Emails \$67.36
Draft Alcohol Policy & Emails \$416.60
Review Board Packet \$60.00
Attended Board Meeting \$220.00
Calls \$175.00

MARCH 2020

Review Bid Sheets & Emails \$50.00
Met with ED \$375.00
Emails \$362.50
Calls \$650.00
Attended Board Meeting \$140.00

