

COUNCIL ASKED QUESTIONS

For the meeting of 05/23/2016

Agenda Items Comments/Questions/Concerns

- ❖ Mrs. Witzig and Councilman Golden both made the statement that the City is paying for collection services from a “firm in Peoria”. The City is NOT paying this collection firm. Their service is set up so that any fees are charged to the person from whom the debt is collected.
Pat Murphey, from Miller, Hall and Triggs is the only other attorney paid by the City in the last three years. In 2016, we paid \$47,706; in 2015, we paid \$25,525; and in 2014, we paid \$58,012. The attorneys used for work comp and other liability issues are hired and paid by the Illinois Municipal League. Their services are included in our annual premium.

Council Member and Staff Comments/Questions/Concerns

- ❖ Ellif, Dancey & Bosich was paid \$202,651, \$220,025 and \$229,612 for fiscal years 2014, 2015 and 2016 respectively.
- ❖ The decision not to make the million dollar transfer from the School Bus fund during budget meetings. Council passed an unbalanced budget, with the intention of looking closely at the levy for options to increase our reserves.
- ❖ The comment that 2000 viewers were watching channel 22 was taken out of context. It was never intended to be taken as an actual viewer count.
- ❖ The parking lot behind the Rail House is not owned by Dustin Maquet. Patrons started parking there and the owner has allowed its use. That particular lot has always been gravel. If a lot was gravel before the code changed in 1996, it is allowed to stay gravel unless there are any changes or upgrades made.
- ❖ The ongoing attorney services study started as a result of the original question regarding other municipalities with in-house legal counsel. Galesburg has only had in-house legal counsel since November 2, 2015 and therefore, was not included originally due to lack of data with basically only having one quarter of information at the time the study was started. The on-going study by the City of Pekin Staff is attached. It was originally shared with council and the public during the 3/28/16 council meeting.
- ❖ Our comparable cities determined through a previous arbitration are: Normal, Danville, Quincy, Urbana, Kankakee, Galesburg and Rock Island, as well as Freeport and DeKalb; although in recent years the last two have become less comparable.
- ❖ The I-74 Corridor Cities may also be used as comparables to gauge our position in the immediate area. They are Peoria, East Peoria, Galesburg, Morton, Bloomington/Normal, Danville, Champaign/Urbana.

Respectfully submitted,
Angie Evans, Asst Finance Director

Other Cities with In-house Corporation Counsel

City	Population	FTE in Legal Dept	In-House Personnel Cost	Supplemental Counsel Costs	Total Legal Budget
Peoria	116,513	7	596,400	286,500	889,467
Normal	54,664	3	416,740	35,000	466,140
Springfield	117,006	16/14	1,558,420		1,666,370
Danville	33,027	4	314,360	80,000	454,148
Decatur	74,710	8	851,712	25,000	998,860
Freeport	25,035	1	139,360	107,650	278,610

Budget information from other Cities based on most current budget information available, ranging from FY 14-15 to proposed FY 16-17

East Peoria Legal Fees Outside Corporation Counsel.

East Peoria	23,503	Total Budget	FY15-16 Legal Dept	Per ordinance # 4259	690,000
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City of Pekin Historical Legal Expenses

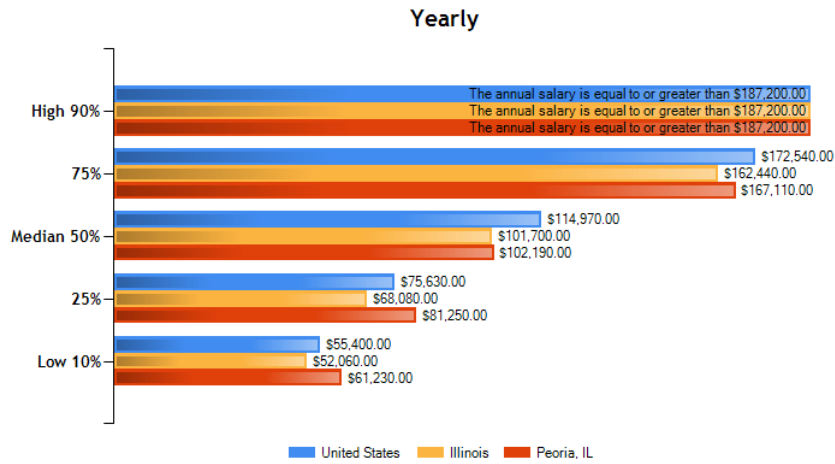
	FY 16-17 (Requested)	FY 15-16 YTD	FY 14-15 Actual	FY 13-14 Actual	FY 12-13 Actual	FY 11-12 Actual
Supplies & Materials						1,704.50
Printing & Publications		3,644.00	5,368.00	4,626.00	3,456.49	
Dues & Subscriptions		5,894.50		856.00		
Corporation Counsel	277,000	177,824.68	216,297.25	199,033.75	223,045.25	204,153.08
Legal Fees		24,103.91	24,566.33	32,778.39	43,058.37	23,920.39
Other Contractual	8,000	1,541.75			350.00	65.00
Total Actual		213,008.84	246,231.58	237,294.14	269,910.11	229,842.97
Total Budgeted	285,000.00	280,000.00	280,000.00	276,000.00	278,000.00	278,000.00

<i>Eliff, Dancey, Bosich</i>		196,920.93	220,025.50	202,651.25	223,470.83	217,829.08
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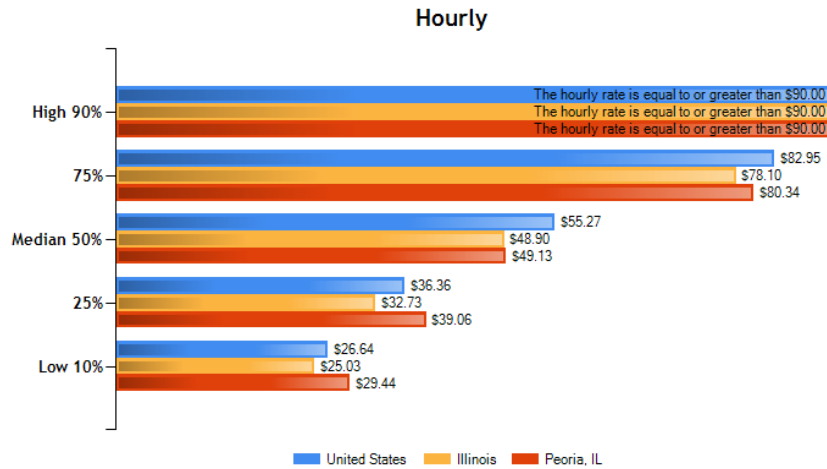
Job Description

Lawyers: Represent clients in criminal and civil litigation and other legal proceedings, draw up legal documents, or manage or advise clients on legal transactions. May specialize in a single area or may practice broadly in many areas of law.

Yearly Wage Chart



Hourly Wage Chart

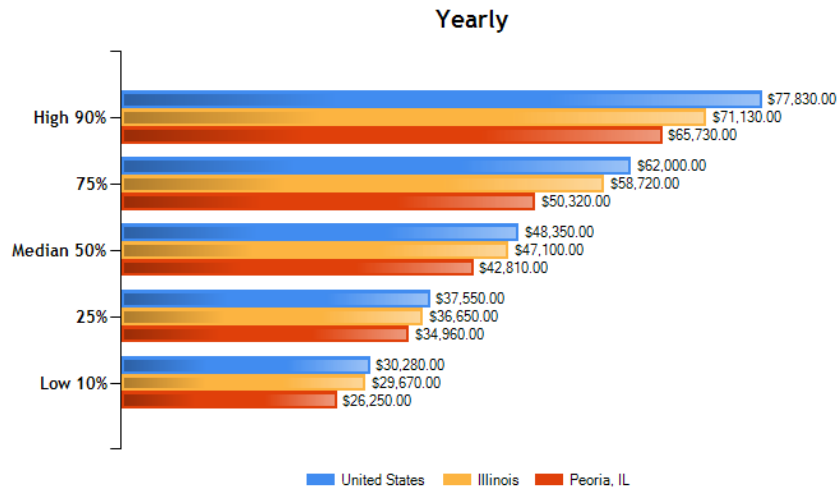


Wage Table

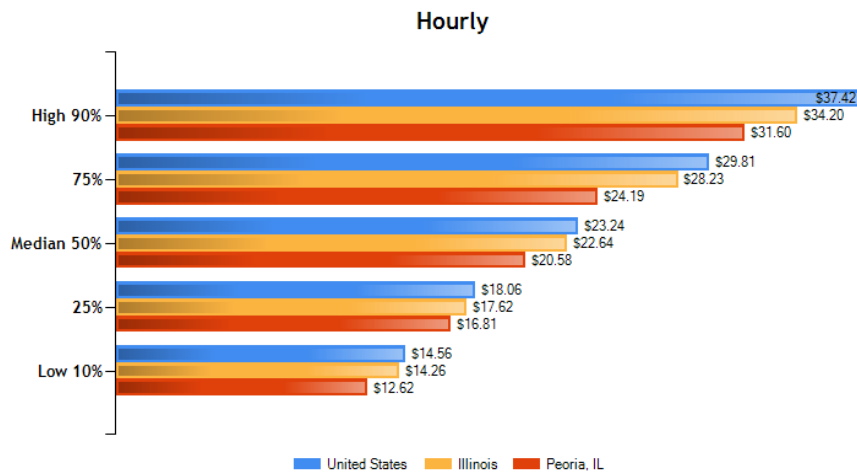
Location	Pay Period	Low 10%	25%	Median 50%	75%	High 90%
United States	Annual	\$55,400.00	\$75,630.00	\$114,970.00	\$172,540.00	\$187,200.00+
	Hourly	\$26.64	\$36.36	\$55.27	\$82.95	\$90.00
Illinois	Annual	\$52,060.00	\$68,080.00	\$101,700.00	\$162,440.00	\$187,200.00+
	Hourly	\$25.03	\$32.73	\$48.90	\$78.10	\$90.00
Peoria, IL	Annual	\$61,230.00	\$81,250.00	\$102,190.00	\$167,110.00	\$187,200.00+
	Hourly	\$29.44	\$39.06	\$49.13	\$80.34	\$90.00

Paralegals and Legal Assistants: Assist lawyers by investigating facts, preparing legal documents, or researching legal precedent. Conduct research to support a legal proceeding, to formulate a defense, or to initiate legal action.

Yearly Wage Chart



Hourly Wage Chart

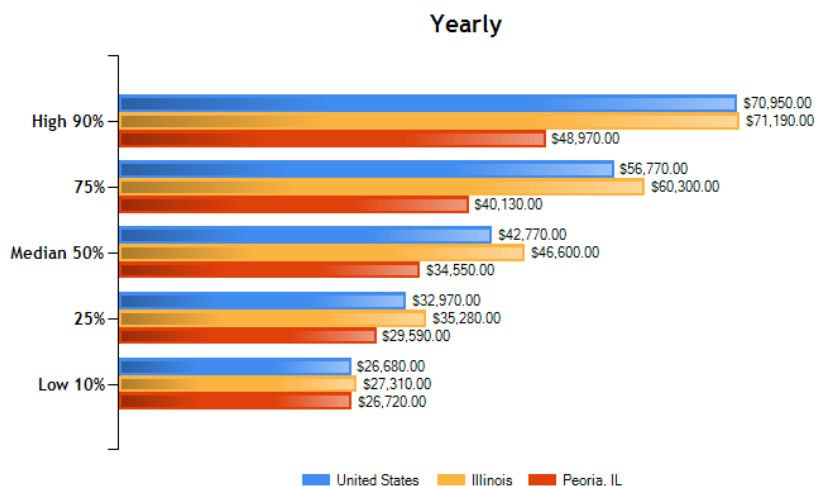


Wage Table

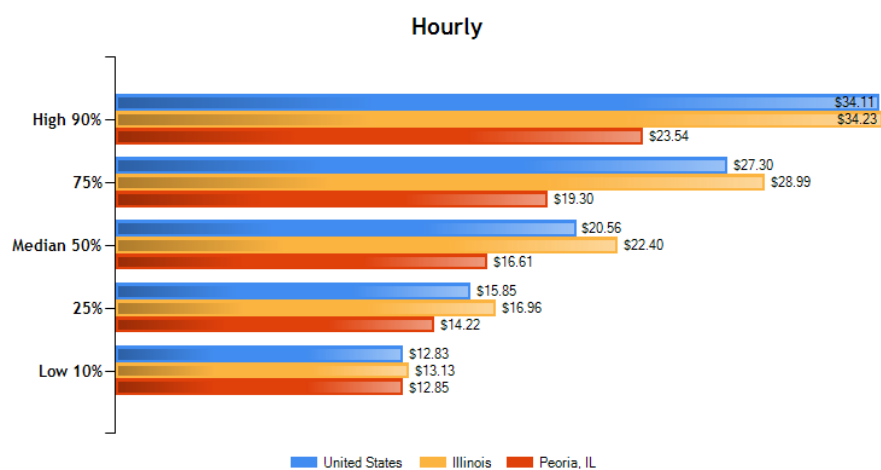
Location	Pay Period	Low 10%	25%	Median 50%	75%	High 90%
United States	Annual	\$30,280.00	\$37,550.00	\$48,350.00	\$62,000.00	\$77,830.00
	Hourly	\$14.56	\$18.06	\$23.24	\$29.81	\$37.42
Illinois	Annual	\$29,670.00	\$36,650.00	\$47,100.00	\$58,720.00	\$71,130.00
	Hourly	\$14.26	\$17.62	\$22.64	\$28.23	\$34.20
Peoria, IL	Annual	\$26,250.00	\$34,960.00	\$42,810.00	\$50,320.00	\$65,730.00
	Hourly	\$12.62	\$16.81	\$20.58	\$24.19	\$31.60

Legal Secretaries: Perform secretarial duties using legal terminology, procedures, and documents. Prepare legal papers and correspondence, such as summonses, complaints, motions, and subpoenas. May also assist with legal research.

Yearly Wage Chart



Hourly Wage Chart



Wage Table

Location	Pay Period	Low 10%	25%	Median 50%	75%	High 90%
United States	Annual	\$26,680.00	\$32,970.00	\$42,770.00	\$56,770.00	\$70,950.00
	Hourly	\$12.83	\$15.85	\$20.56	\$27.30	\$34.11
Illinois	Annual	\$27,310.00	\$35,280.00	\$46,600.00	\$60,300.00	\$71,190.00
	Hourly	\$13.13	\$16.96	\$22.40	\$28.99	\$34.23
Peoria, IL	Annual	\$26,720.00	\$29,590.00	\$34,550.00	\$40,130.00	\$48,970.00
	Hourly	\$12.85	\$14.22	\$16.61	\$19.30	\$23.54

City Codes: Legal Division/Department

City of Pekin

CORPORATION COUNSEL

SECTION:

- 1-8H-1: Creation of Division, Legal Division
- 1-8H-2: Establishment; Appointment; Compensation
- 1-8H-3: Legal Advice Rendered by
- 1-8H-4: Suits and Actions
- 1-8H-5: Ordinances and Documents
- 1-8H-6: Judgments
- 1-8H-7: Additional Counsel
- 1-8H-8: Other Powers and Duties
- 1-8H-9: Assistant Corporation Counsel
(ORD. NO. 2393 10/25/04)

1-8H-1: CREATION OF DIVISION, LEGAL DIVISION: There is hereby established a Legal Division. Such Legal Division shall be under the supervision of the City Manager. The Legal Division shall consist of the Corporation Counsel, any Assistant Corporation Counsel, and such other positions as may be approved from time to time by the City Council.

1-8H-2: ESTABLISHMENT; APPOINTMENT; COMPENSATION:

- A. Position Established: The position of Corporation Counsel is hereby established.
- B. Appointment: The City Manager may retain or hire an attorney to serve as Corporation Counsel and advise the City and serve as legal advisor and attorney for the City.
- C. Bond: Before entering upon the duties of office, the Corporation Counsel shall execute a bond in such amount and with such sureties as may be approved by the City Council.
- D. Oath: Before entering upon the duties of office, the Corporation Counsel shall swear or affirm the oath required by statute.
- E. Compensation: The Corporation Counsel shall be paid a reasonable compensation for all services performed for the City, or, at the direction of the City Manager, when such services are in connection with appeals to appellate or supreme court in cases to which the City is a party; special assessment proceedings; services in connection with construction of buildings or other public improvements; or in connection with the issuance of revenue or general obligation bonds. Provided, however, that no extra compensation shall be paid unless such special work has been specifically authorized by the City Council or the City Manager.

1-8H-3: DUTIES:

- A. The Corporation Counsel shall be the legal advisor of the City, and shall render advice on all legal questions affecting the City, whenever requested to do so by any City official. Upon request by the Mayor, the Council or the City Manager, he or she shall reduce any such opinion to writing.
- B. The Corporation Counsel shall prosecute or defend any and all suits or actions at law or equity to which the City may be a party, or in which it may be interested, or which may be brought against or by any officer of the City on behalf of the City, or in the capacity of such person as an officer of the City.
- C. The Corporation Counsel or his or her designee is authorized to file suit to collect any monies due and owing the City which are past due upon notification by the Director of Finance.
- D. It shall be the duty of the Corporation Counsel to draft or supervise the phraseology of any contract, lease or other document or instrument to which the City may be a party and, upon request by the Council or the City Manager, to draft ordinances covering any subjects within the power of the City.
- E. It shall be the duty of the Corporation Counsel to see to the enforcement of all judgments or decrees rendered or entered in favor of the City, and of all similar interlocutory orders.
- F. The Corporation Counsel shall have such other powers and duties as may be prescribed by law.

1-8H-9: ASSISTANT CORPORATION COUNSEL:

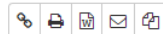
- A. Establishment; Appointment: There is hereby established the office of Assistant Corporation Counsel for the City of Pekin, Illinois. The Assistant Corporation Counsel shall be appointed by the City Manager with the advice of the Corporation Counsel.
- B. Number: Nothing herein shall be construed as to limit the number of assistants to the Corporation Counsel to one in number, but such other assistants may be appointed in the manner provided in subsection A hereinabove.
- C. Duties: The duties of said Assistant Corporation Counsel shall be as directed from time to time by the Corporation Counsel.
- D. Acting Corporation Counsel: The Assistant Corporation Counsel shall act as Corporation Counsel in the absence of the Corporation Counsel.

City of Peoria

DIVISION 3. - LEGAL



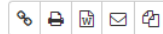
Sec. 2-126. - Composition; qualifications of corporation counsel, etc.



The legal department shall be headed by the corporation counsel, and shall include such assistants as may be authorized by the city manager within the limits of the annual budget. Such corporation counsel and assistants shall have been admitted to practice before the courts of the state.

(Code 1957, § 2-47)

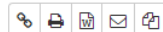
Sec. 2-127. - Ex officio city attorney and superintendent of special assessments.



The corporation counsel shall be ex officio city attorney and ex officio superintendent of special assessments. In the absence of the corporation counsel, because of disability or inability to act as superintendent of assessments, the deputy corporation counsel shall be ex officio superintendent of special assessments.

(Code 1957, § 2-48)

Sec. 2-128. - Duties generally of corporation counsel.

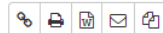


The corporation counsel shall:

- (1) Advise and assist in the preparation of ordinances, orders and regulations;
- (2) Advise all administrative and legislative officers of the city as to the legality of any proposed action;
- (3) Be responsible for all criminal prosecution by the city;
- (4) Represent the city as attorney in all legal proceedings in which the city is a party before any court or master in chancery, or before any judicial, administrative or other body; and
- (5) Settle or compromise claims or suits at law or in equity to which the city may be a party, either by judgment entry or otherwise, subject to approval of the council.

(Code 1957, § 2-49)

Secs. 2-129—2-140. - Reserved.



Town of Normal

SEC. 2.3-33 LEGAL DEPARTMENT - COMPOSITION AND QUALIFICATION.

All of the legal activities of the Town government are assigned to the Law Department of said Town. The Legal Department shall consist of a licensed attorney at law to be known as the Corporation Counsel. The Corporation Counsel shall be the responsible head of the Legal Department with the full authority to direct the carrying on of its activities. He shall be appointed by the City Manager, and his activities shall be authorized and supervised by the City Manager.

The Corporation Counsel shall at the time of his appointment be a practicing member of the Bar of McLean County, Illinois, and be of good standing therein and otherwise qualified by law to serve as legal officer of the Town. He shall devote such of his time and energies to the discharge of his official duties as such duties may from time to time be required. The Corporation Counsel shall be required upon conclusion of his terms of office to turn over official Town files and records to his successor in office. (Amended 1/5/73)(Amended 3/5/80)

SEC. 2.3-34 LEGAL DEPARTMENT - SUITS AND ACTIONS. The Corporation Counsel shall prosecute or defend any and all suits or actions at law or equity to which the Town may be a party, or in which it may be interested, or which may be brought against, or by, any officer of the Town on behalf of the Town or in the capacity of such person as an officer of the Town. (Amended 3/5/80)

The Corporation Counsel may, with the approval of the City Manager, employ outside legal counsel to attend to the legal affairs of the Town in the event that attorneys within the Legal Department are unable to attend to such affairs due to a specialized nature of the legal matter, when a hearing officer or attorney is required and attorneys in the department have a conflict, or when otherwise authorized by the City Manager.

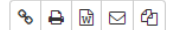
In the event the outside counsel is representing the Town, the City Manager is authorized, on behalf of the Town, to waive such matters as necessary to enable such outside counsel to represent other clients doing business or otherwise interacting with the Town on

matters unrelated to the outside counsel's representation of the Town. (Entire Division amended 5/21/07 by Ord. No. 5136)

ARTICLE VII. - OFFICE OF CORPORATION COUNSEL



§ 32.30. - Composition.



The office of corporation counsel, which may also be known as the legal department, shall consist of the corporation counsel and assistants corporation counsel, who shall be appointed by the mayor, and secretarial and administrative staff positions authorized by the city council. The appointment of the corporation counsel shall be subject to the advice and consent of the city council. In addition, the following departments shall constitute the subordinate departments to the office of corporation counsel:

- (a) Business licensing.
- (b) Risk management.

(Ord. No. 171-2-91, 2-19-91; Ord. No. 585-10-03, § 1(Exh. 1), 10-21-03)

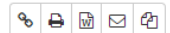
§ 32.31. - Powers and duties of corporation counsel.



- (a) The corporation counsel shall have those powers and duties prescribed by law and ordinances of the city.
- (b) The corporation counsel shall exercise control over all assistants corporation counsel, and secretarial and administrative staff assigned to the office.
- (c) Without limiting those powers and duties prescribed by law and ordinance, the office of corporation counsel shall, except as otherwise provided:
 - (1) Conduct all legal affairs of the city;
 - (2) Furnish legal advice to the mayor, directors, city clerk, city treasurer and aldermen relating to their official duties;
 - (3) Draft and/or review for form and legality all ordinances upon request of the mayor, directors, city clerk or aldermen;
 - (4) Draft written legal opinions upon the request of the mayor, directors, city clerk, city treasurer or aldermen;
 - (5) Appear on behalf of the city in all actions to which the city is a party before all courts and administrative bodies.

(Ord. No. 393-5-93, § 1, 5-18-93)

§ 32.32. - Requests for legal opinions.



Requests for written legal opinions shall be made in writing to the corporation counsel who shall assign the request to himself or the appropriate assistant corporation counsel.

§ 32.33. - Qualifications; outside practice.



The corporation counsel and assistants corporation counsel shall, at the time of their appointment, be licensed to practice law in Illinois. They shall not be permitted to conduct the private practice of law, except when authorized by the mayor and where the private practice does not conflict with their official duties.

§ 32.34. - Outside counsel.



No attorneys, other than members of the office of corporation counsel, shall be contracted with by any city officer or division of city government to provide legal services unless recommended by the corporation counsel and approved by the [City Council](#).

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City of Danville

(3) Legal Services Division. The Legal Services Division shall be headed and managed by the Corporation Counsel and shall consist of the Corporation Counsel and such assistants as may be authorized by the Mayor. The Corporation Counsel shall report to the Mayor.

(a) The duties and responsibilities of the Corporation Counsel shall be as follows:

1. Manage the Legal Services Division and staff.
2. Attend any meetings of the City Council when his presence is necessary or advisable;
3. Supervise the drafting of all ordinances;
4. Furnish opinions to the City Council and the officers of the City, either orally or in writing, on any legal question concerning the rights, duties or liabilities of the City or its officers;
5. Advise the elected and appointed officers of the City with reference to their duties;
6. Supervise the drawing of all contracts and bonds;
7. Prosecute and defend all suits for or against the City, except suits the defense of which is provided by any insurer;
8. Advise the City Clerk on licensing issues and prosecute license suspension and revocation charges;
9. Prosecute all ordinance violation cases, including demolition, housing and building code cases;
10. Represent the City in all collection cases seeking to collect debts or delinquent accounts owed to the City;
11. Prosecute disciplinary charges filed with the Board of Fire and Police Commissioners;
12. Advise the Human Relations Administrator and Human Relations Commission concerning all complaints filed under the Human Relations Ordinance;
13. Conduct all the ordinary legal affairs of the City; and
14. Perform other professional services as assigned by the Mayor.

(b) In matters which the Mayor or City Council deems advisable because of the extra amount of work required or the nature of the matter or proceedings, the Corporation Counsel may be provided with legal assistance at the expense of the City.

(4) (Reserved)

(5) Information Technology Division. The Information Technology Division shall be managed by the Information Technology Administrator who shall report to the Mayor. The functions of computer technology for all divisions, audio and visual design and production, web maintenance, and public information shall be performed by the information technology division. The Information Technology Administrator shall perform such other duties and responsibilities as assigned by the Mayor or by ordinance.

(6) Human Relations Division. The Human Relations Division shall be managed by the Human Relations Administrator who shall report to the Mayor. The Human Relations Administrator shall perform the duties and functions of that office as provided by statute and ordinance. The Administrator shall serve as the Director of the Human Relations Commission as provided for in [Chapter 95](#).

(7) Community Enhancement Division. The Community Enhancement Division shall be managed by the Community Enhancement Administrator who shall report to the Mayor. The Community Enhancement Division shall be responsible for neighborhood development, community development grants administration, including construction and rehabilitation programs funded under such grants, historic preservation, neighborhood association creation, implementation, and oversight, housing renovation and rehabilitation programs, other housing-related issues and shall perform such other duties and functions as assigned by the Mayor.

City of Decatur

CHAPTER 15

LEGAL DEPARTMENT

1. ESTABLISHED. There is hereby created and established the Legal Department

which shall be so organized and administered as the City Manager shall from time to time direct, and which shall consist of the Corporation Counsel, as director thereof, and such other officers and employees as the Council may from time to time authorize.

2. CORPORATION COUNSEL. There is hereby created the office of Corporation

Counsel, the occupant whereof, and the members of said department, shall be appointed, and may be removed, by the City Manager at will.

3. RULES. The Corporation Counsel may make reasonable rules, regulations and

directives not in conflict with law or ordinance to govern and administer the activities and carry out the duties and responsibilities of said department, subject to the direction and control of the City Manager, and shall be the general attorney, advocate and counselor for the City.

4. AUTHORITY AND RESPONSIBILITY. The Legal Department shall have the

following duties, responsibilities and authority:

(a) To prosecute, defend, compromise or settle all claims or actions of any nature by or against the City, or in which it shall be a party in interest, and to enter appearance on behalf of the City in any court with regard thereto;

(b) To enforce, collect, compromise or settle all judgments, orders or decrees entered in favor of the City;

Revised 03/09

(c) To from time to time retain attorneys other than members of the department when it is deemed by it necessary or desirable so to do;

(d) To generally advise the Council, the City Manager, City officers and employees on matters pertaining to City affairs;

(e) To prepare or approve all contracts, leases, land acquisition or disposal matters or other legal documents on behalf of the City, including special assessments;

(f) To prosecute ordinance violations;

(g) To perform such other functions and duties as may be assigned from time to time by the City Manager; and,

(h) A default in the payment of a fine or any installment of a fine may be collected by any and all means authorized for the collection of monetary judgments. The Corporation Counsel may retain attorneys and qualified private collection enterprises for the purpose of collecting any default in payment of any fine or installment of that fine. Any fees or costs incurred by the city or another governmental entity through an intergovernmental agreement in any such collection by attorneys and qualified private collection enterprises retained by the Corporation Counsel or by another governmental entity through an intergovernmental agreement for those purposes shall be charged to the offender. (AMENDED, Ordinance No. 2009-09, March 2, 2009)

City of Freeport (inside counsel)

City of Freeport (inside counsel)

MISSION STATEMENT:

To provide legal service to the community in the most cost effective, ethical manner possible, by carrying out the directives of the Mayor and City Council within available budget constraints in an organized and forthright way.

Duties and responsibilities:

- (a) Superintend and conduct all the legal affairs of the City;
- (b) Be the legal adviser of the City in all matters connected with the administration of the City Government;
- (c) Prepare all ordinances required by Council, or by any committee thereof;
- (d) Prepare all leases, deeds, contracts and other legal instruments for the City, or any department thereof;
- (e) Furnish written or oral legal opinions on subjects connected with the administration of the City Government, when requested by the Mayor, Council, any committee of Council or any department;
- (f) Have control of all litigation in which the City is in any way interested. No suits on behalf of the City, except prosecutions for the recovery of fines and penalties, or for breaches of City ordinances, shall be instituted or dismissed without its approval and direction.
- (g) Attend all meetings of Council;
- (h) Take appeals in all cases where, in its opinion, the interests of the City require it;
- (i) Prosecute or defend all appeals in which the City is in any way interested;
- (j) For the purpose of prosecuting or defending any litigation or appeal, make and execute all necessary pleadings, affidavits or other documents;
- (k) Defend all suits against the City, or any of its officers, and all cases in which the interests of the City, or official acts of any officer or agent of the City, are involved;
- (l) Prosecute all actions for the violation of any ordinances of the City, and for the recovery of fines and penalties;
- (m) Cause executions to be issued on judgments, and attend to their prompt collection;
- (n) Be entitled to all the privileges of an Alderperson, except the privilege of voting, upon all questions, resolutions or motions before Council, enacting, amending, repealing or in any manner affecting any ordinance or resolution;
- (o) Take all steps necessary to collect delinquent special taxes and assessments, and render such assistance as is necessary to the State's Attorney of Stephenson County, in the collection of delinquent taxes and assessments;
- (p) Be entitled to collect, on behalf of the City, reasonable attorneys' fees for the time expended by any of its employees in any civil lawsuit brought to collect a debt or obligation owed to the City, other than for the prosecution of any ordinance violation. The hourly rate for such attorneys' fees shall not exceed the actual costs to the City for the compensation and benefits of the employees, including, but not limited to, the appropriated office expenses of the Legal Department.

DID YOU KNOW?

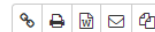
There are over 18,000 pages of Ordinances for the City of Freeport.

Each year approximately 150 Ordinances and Resolutions are drafted by the Corporation Counsel's office.

Over \$250,000 of fines are prosecuted through the Corporation Counsel's office each year.

City of East Peoria (outside counsel)

1-3-3. - CITY ATTORNEY



1-3-3.1. - Creation of office; appointment.



There is hereby created the office of city attorney, an executive office of the city. The attorney shall be appointed by the city council.

State Law reference— Establishment of certain offices, 65 ILCS 5/4-5-4.

1-3-3.2. - Suits and actions; judgments.



- (a) The city attorney shall prosecute or defend any and all suits or actions at law or equity to which the city may be a party, or in which it may be interested, or which may be brought against or by any officer of the city on behalf of the city, or in the capacity of such person as an officer of the city.
- (b) It shall be the duty of the attorney to see to the full enforcement of all judgments or decrees rendered or entered in favor of the city, and of all similar interlocutory orders.

1-3-3.3. - Advice; special assessments; condemnations.



- (a) The city attorney shall be the legal advisor of the city, and shall render advice on all legal questions affecting the city whenever requested to do so by any city official. Upon request by the mayor or by the council, he shall reduce any such opinion to writing.
- (b) It shall be the duty of the attorney to see to the completion of all special assessment proceedings and condemnation proceedings on behalf of the city.

Two assumptions were made to estimate the cost of bringing counsel on City staff: 2 attorneys and 2 support staff would most likely be required and the City would have to make a space for them. Based on those two assumptions, a very basic cost estimate was created with the assumption that all 4 of the employees would have employee and spouse insurance coverage, be in IMRF as well as social security, Medicare and workers compensation coverage and a minimal estimate for construction and office creation. Two caveats of bringing Counsel on staff is the institutional and historical knowledge that will be left with the Eliff, Dancey & Bosich firm would most likely not transfer. There would also still be need for additional outside Counsel services such as labor negotiations and specialized legal services. Since the City has been with the City Manager form of government the City has remained with the firm now known as Eliff, Dancey & Bosich, previously known as Eliff Keyser Oberle & Dancey. Below is a basic estimate for comparative purposes based on the Bureau of Labor Statistics data, previous expenses incurred within the legal fund with only minor additions as a result of having offices added within City Hall.

In-House Corp Counsel	Description	Estimated
Salaries	2 attorney & 2 staff based on median income level	191,600
Personnel Benefits	Including IMRF & assumptions that all have employee & spouse insurance coverage as well the other basic benefits (soc,med,work comp)	84,661
Supplies & Materials	Office Supplies and Actual Office Space Created in City Hall	60,000
Training & Educ	Estimated Continuing Education & Training	10,000
Printing & Publications	Legal Publications as well as Copy & Printing Costs	7,900
Dues & Subscriptions		6,000
Corporation Counsel		0
Legal Fees	Additional counsel services needed for specialized legal such as labor negotiations	25,000
Other Contractual	Special hearing costs, court reporters	2,500
Total Estimated	In-House Legal Staff	387,661

The data in the Salary Benchmarking Tool is derived from the U.S. Bureau of Labor Statistics (BLS) Occupational Employment Statistics (OES) program. The BLS compensation data is capped at \$187,200 per year or \$90 per hour. If you see this salary result when using this tool, the likelihood is that the actual salary is higher.

"High 90%" indicates 90% of workers earn less and 10% earn more.

"75%" indicates 75% of workers earn less and 25% earn more.

"Median 50%" indicates 50% of workers earn less and 50% earn more.

"25%" indicates 25% of workers earn less and 75% earn more.

"Low 10%" indicates 10% of workers earn less and 90% earn more.

Notes: Yearly wage data applies only to workers with full-time, year-round schedules. For salary information for part-time or part-year workers, use hourly wage data.

All salary information is derived from the U.S. Bureau of Labor Statistics annual Occupational Employment Statistics (OES). More information about the (OES) can be found at www.bls.gov/oes/

Appendix

Trial Balances from Springbrook Legal Division Attached

