

Letter of Transmittal

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## **Response To Request For Proposal For Legal Services To Village of Lake Orion**

**Presented by Co-Managing  
Partners:**

Mary M. Kucharek, Equity Partner  
248.282.1075  
[mkucharek@bhlaw.us.com](mailto:mkucharek@bhlaw.us.com)

Michael C. Gibbons, Equity Partner  
248.282.1069  
[mgibbons@bhlaw.us.com](mailto:mgibbons@bhlaw.us.com)

October 22, 2025

Mr. Darwin McClary, Village Manager  
Village of Lake Orion Council  
21 E. Church St.  
Lake Orion, MI 48362

***Re: Request for Proposals for Legal Services***

Dear Mr. McClary and Village  
Council Members:

Enclosed you will find Beier Howlett's Proposal ("Proposal") and demonstration of qualifications to provide the Village of Lake Orion with full legal service representation in the areas of municipal law and prosecutions, excepting matters of bond counsel. Beier Howlett has proudly served its clients with quality legal services since the firm's founding in 1903. We believe our extensive history and background of serving municipalities in virtually all facets of municipal law distinguishes Beier Howlett as a provider of legal counsel and litigation services with sound, proficient legal principles that are also economical and practical. Beier Howlett has an AV rating (highest possible) in the Martindale Hubbell Law Directory which demonstrates our adherence to the highest legal and ethical standards.

Beier Howlett would like to thank the Village of Lake Orion, the Village Manager and the Council for the opportunity to demonstrate our credentials and continued commitment to our partnership with the Village of Lake Orion. These materials summarize our qualifications per your Request for Proposals for Legal Services. We would be excited to meet with you to have an open and frank discussion regarding how the law firm of Beier Howlett may serve the Village even better for years to come.

Beier Howlett is well adept at general municipal law, has extensive experience and has offered decades of advice regarding all facets of municipal law to many municipalities, including the Village of Lake Orion, since 2016. We pride ourselves on attorney accessibility and response time to our clients. Clients are able to reach us by email, and more importantly by our cell phones with quick response. **Municipal governments are expected to serve the community promptly and, therefore, your attorney should grant to you the same service.**

We have drafted hundreds of ordinances and understand we will continue to draft and enforce ordinances for the Village of Lake Orion and to assist in administrative matters and legal proceedings. We have advised, and will continue to advise, on interpretations of the Charter and Ordinance Code enforcement. We have drafted numerous contracts on behalf of every department within various municipalities. Some unique environmental issues have arisen, and we are prepared to guide the Village through environmental matters including Brownfield

development issues. We have successfully counseled and litigated cases in the federal, state and Oakland County courts regarding constitutional law, tort law and many other areas of law. We will continue to achieve winning outcomes in litigation. We have created transactional documents of all levels of complexity regarding various municipalities' interests and property and worked with our clients to negotiate and complete those transactions. We have and will continue to advise on the Freedom of Information Act, parliamentary processes, Open Meetings Act, ethics law, and all other laws and procedures germane to municipal law, as we have proudly done for the Village for years.

In subsequent pages of this proposal, with each tab corresponding to Appendix B, page 6, of the RFQ, we look forward to highlighting and describing the biographies of our accomplished attorneys and to demonstrate our vast experience in handling all facets of municipal law. We also look forward to highlighting the many municipalities, school districts, and other governmental entities we counsel.

We will demonstrate our reasonable and affordable pricing proposal as shown in Tab 18. We believe in value pricing for municipalities responsible for taxpayer dollars. We offer many negotiable options. Our response and pricing proposals are binding for at least 90 days from the date of this submission as mandated under the General Submittal Requirements.

As stated, Beier Howlett has proudly served its municipal clients for decades, and, as always, will appoint one attorney to be the lead for the Village of Lake Orion as the single-point-of-contact. Mary M. Kucharek would be the lead counsel for the Village of Lake Orion and the single-point-of-contact. Mary has extensive experience representing the Village of Lake Orion as well as other municipalities including the City of Orchard Lake, Village of Bingham Farms, and the City of Birmingham. Not only has she served as general legal counsel, but she is also quite adept in a courtroom as she has been the prosecuting attorney for our municipal clients since 1997. Her outstanding accomplishments will be highlighted later in this proposal.

The law firm of Beier Howlett has strong bench strength consisting of many experienced attorneys with outstanding accomplishments. Therefore, the firm does not intend to subcontract any portion of the work identified in the Scope of Services. Beier Howlett is ready, eager and able to offer the Village of Lake Orion continued service for all of its municipal legal needs as articulated in the Request for Proposal packet.

Please refer any questions or comments regarding our statement of qualifications to the undersigned or Mary Kucharek. We appreciate the opportunity to further discuss how Beier Howlett will provide the high quality of legal services that the Village of Lake Orion expects and

deserves. We welcome the opportunity for Mary M. Kucharek to interview personally. We look forward to hearing from you and continuing this discussion.

Very truly yours,

**BEIER HOWLETT, P.C.**



Michael C. Gibbons  
Co-Managing Partner

## Tab 1 - Identifying Beier Howlett

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**NAME OF FIRM:** Beier Howlett, P.C.

**ADDRESS AND TELEPHONE NO.:** 3001 W. Big Beaver Rd., Ste. #600  
Troy, MI 48084  
Telephone No.: (248) 645-9400  
Fax No.: (248) 645-9344  
Website: [www.bhlaw.us.com](http://www.bhlaw.us.com)

**PRIMARY CONTACT:** Mary M. Kucharek  
Telephone Line: (248) 645-9400  
Direct Dial: (248) 282-1075  
Facsimile: (248) 645-9344  
Email: [mkucharek@bhlaw.us.com](mailto:mkucharek@bhlaw.us.com)

**FIRM EXISTENCE:** Beier Howlett has been practicing for 122 years (est. 1903)

**FIRM RESOURCES:** Library, computers, in-person staffing five days per week, fax machine, copiers, scanners, file room with adequate space.

**STAFF PROVIDING SERVICE:** Janine A. Cochran, Legal Assistant/Paralegal  
Specialty: Municipal and litigation with over 35 years' experience.

Erin Miller, Legal Assistant  
Specialty: Municipal and litigation

Beth Ryan, Office Manager

# Types of Practice or Areas of Specialty

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Beier Howlett is a general practice law firm focusing primarily in municipal, school and local governmental law, labor and employment law, construction law, banking law, business and commercial law, civil and criminal litigation and appeals, zoning and land use law, environmental law, family law, accident defense, estate planning, probate and trust administration, tax tribunal actions, and real estate law.

## Firm Composition

### *Attorneys who will be assigned Village Matters:*

It is our belief that integrity, communication and exceptional legal intellect are the cornerstones for effective client service. To that end, we envision that requests for information or direction for work from the Village Manager, Council, Boards and administration and/or employees would be directed to Mary M. Kucharek. She would evaluate the issue and, if appropriate, involve other qualified attorneys in responding and/or providing the appropriate service for the Village. It is possible that delegation to certain other attorneys for certain types of Village projects will occur, if it is in the Village's best interest. Tracy Gaudenzi, Michael C. Gibbons and Dena Keller would perform most of the delegated work. Jeffrey K. Haynes would handle all environmental and Brownfield matters. As a practical matter, it is Beier Howlett's general practice that all client calls are returned within an hour, but at the latest within 24 hours.

## Our Firm's Expertise

### *General Municipal Knowledge:*

Our law firm has represented municipal clients since 1958. We are well-equipped to provide counsel on a wide range of matters including, but certainly not limited to, attending and advising at Village Council, Zoning Board and any of the Village's other boards, commissions, or authorities. Our attorneys are adept at drafting general and zoning ordinances. We are able to draft resolutions to facilitate the Council's ability to act through its motions. Our proficiency in legal research is evidenced by the depth of our legal opinions and is a crucial tool for the Village Council, department heads, and the Village Manager. We are skilled in drafting and reviewing any and all Village contracts and RFPs and preparing instruments such as deeds, licenses, lease agreements, and the handling of various real estate issues. We conduct seminars for many departments, including the Police and Fire Departments. Our attorneys are comfortable and confident in any courtroom setting.

### *Freedom of Information Act and Open Meetings Act/Robert's Rules of Order:*

The Freedom of Information Act, the Open Meetings Act and Robert's Rules of Order are used by all of our municipal and school district clients. We attend all City/Village Commission/Council meetings for our municipal clients as required by those engagements

and we are available for all meetings upon request. Today, we have more than 80 years of collective experience advising our governmental clients with respect to the Open Meetings Act, the Freedom of Information Act and Robert's Rules of Order. The attorneys that attend our clients' municipal and Board of Education meetings are well versed in Robert's Rules of Order and parliamentary procedures.

*Other Legal Proceedings:*

The lawyers at Beier Howlett are very experienced in various other legal proceedings. Our attorneys have appeared before the United States Supreme Court, Michigan Supreme Court, Michigan Court of Appeals, 6<sup>th</sup> Circuit Court of Appeals, Michigan Public Service Commission, Michigan Tax Commission, and Michigan Tax Tribunal, among others. Our attorneys have expertise in contract drafting and negotiations, drafting ordinances, construction law, municipal litigation, prosecutions, property tax appeals, zoning and land use matters, historic district law, tax tribunal representation, election procedures, intergovernmental agreements, Brownfield Authorities, Downtown Development Authorities, Principal Shopping District Authorities, Corridor Improvement Authorities, 425 Agreements, labor negotiations, liquor license matters, as well as all forms of labor and employment matters, arbitrations, grievances and fact findings. Beier Howlett attorneys have also represented public bodies in numerous MERC proceedings in the past in representing its school district and local governmental clients, as well as private sector clients.

*Contracts Such As Intergovernmental Agreements, Cooperative Services Agreements and Technology:*

Beier Howlett has drafted hundreds of contracts and intergovernmental agreements on behalf of our municipal and school clients. Telecommunications, cable television franchise agreements and the Internet are practice areas that we deal with on a daily basis. We represented the City of Birmingham against Coast to Coast Telecommunications before the Michigan Public Service Commission, developed Telecommunications Safe Harbor Permits and application forms, and the Michigan Telecommunications Act and the METRO Act. We have developed intergovernmental agreements with the county and various cities involving these types of matters.

In addition, we have assisted several municipalities and school districts in preparing cooperative service agreements, with one of the most recent being the Combined Dispatch Services Agreement between the Village of Lake Orion and the City of Birmingham.

*Real Estate:*

Beier Howlett has vast experience in real estate matters including zoning, planning, historic preservation and other land use issues. We have worked side-by-side with the Building, Engineering and Planning Departments and have a deep understanding of the nuances regarding real property issues.

*Environmental and Brownfield Issues:*

Jeffrey K. Haynes represents various clients including municipalities in various environmental and Brownfield issues. He is an esteemed attorney and has argued in front

of the Supreme Court. He is well respected in his field and has received many accolades. He has been intricately involved in resolving many sensitive land issues for the City of Birmingham.

*Employment Matters:*

Our attorneys frequently represent municipal and private sector clients, and school districts, with respect to numerous employment issues that often arise, including questions concerning civil rights matters, leave and disability law, discipline and discharge, and numerous other areas. While the goal is to address the issues proactively and avoid litigation, these matters have been before the Federal and State Courts as well as the Equal Employment Opportunity Commission and the Michigan Department of Civil Rights. Michael C. Gibbons handles these matters.

Our attorneys have frequently been called upon to advise clients with respect to many different labor issues including bargaining, contract disputes, unfair labor practice charges, and employee disciplinary matters. We have successfully and efficiently handled numerous grievance proceedings on disciplinary and discharge matters and other collective bargaining issues.

*COVID-19:*

Mary M. Kucharek assisted our municipalities extensively with the constant changing issues that surrounded the COVID pandemic and kept our clients up-to-date with the various Orders so they were complying with all laws. Helping municipalities navigate during those troubled times further demonstrated our relationship with all departments.

*Bond Counsel:*

Currently, Beier Howlett does not offer bond counsel services to any of its municipal or school district clients. We work closely with specialized bond counsel to ensure successful outcomes.

*Contract Negotiations and Grievance Resolutions:*

The attorneys at Beier Howlett have worked on contract negotiations, including fact finding and binding arbitration with many collective bargaining units both in the public and private sector. They have been involved in the grievance resolution process through all the grievance steps including arbitration.

*Wage and Hour, OSHA, Worker's Compensation and Unemployment Compensation:*

Our attorneys have appeared before the Michigan Employment Security Commission, Michigan Department of Civil Rights, the Equal Employment Opportunity Commission, the Michigan Employment Relations Commission, the National Labor Relations Board and the Michigan Occupational Safety and Health Administration with respect to wage and hour disputes, OSHA claims and worker's compensation and unemployment compensation benefits.

*Intellectual Property:*

Beier Howlett has represented municipal, school, business and individual clients in various intellectual property matters and contractual matters with third party providers. We regularly draft, review and negotiate agreements to protect the intellectual property rights of our clients, and litigate those matters when necessary.

*Professional Development for Administration, Staff and Board Members:*

The attorneys at Beier Howlett provide professional development training for administration, staff, officers and Board members upon the request of our clients. This includes general information as well as more detailed professional development regarding the numerous current legal issues and challenges for which our clients require counsel. Ms. Kucharek has provided most of these services to the municipal and school district clients.

*Information on Training, Newsletters or Other Extra Services and Whether There is a Charge for These Services:*

Beier Howlett does maintain a periodic email newsletter to its clients that supplies relevant information regarding timely topics of the day. This is provided at no charge.

## Tab 2 – Offices

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Beier Howlett is located at:

3001 W. Big Beaver Rd.  
Ste. 600  
Troy, MI, 48084  
(248) 645-9400  
[www.bhlaw.us.com](http://www.bhlaw.us.com)

## Tab 3 – Personnel / Proposed Attorney, Team

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Beier Howlett identifies Ms. Mary M. Kucharek as Primary Lead. She will be the primary service provider to the Village. Her current contact information is:

Mary M. Kucharek  
Beier Howlett, P.C.  
3001 W. Big Beaver Rd., Ste. #600  
Troy, MI 48084  
(248) 282.1075  
Facsimile: (248) 645-9344

Please refer to Mary's detailed resume later in this section. Mary has been with Beier Howlett since 1997. She obtained her Bachelor of Nursing Degree in 1985 and a Juris Doctor Degree from the University of Detroit in 1992. Mary has been servicing municipal clients for over 30 years. She has had close working relationships with her municipal clients and sees her role as counselor of law. Mary has earned the honor of a member of the 2017 Class of "Women in the Law" by Michigan Lawyers Weekly. Mary earned the honor of Notable Women in Law by Crain's Detroit Business for 2021, and The Marquis Who's Who 2022-2023. Mary has also been named to the list of 2024 and 2025 Best Lawyers. She has also been named in Best Lawyers of America 2026, and Lawyer of the Year 2026 for Municipal Litigation. Mary has various community activities including a previous member of the Oakland County Mental Authority Board. She has lectured at high schools regarding laws involving alcohol, drugs, and minors, and was a frequent speaker to community groups relating to under-age substance abuse.

Dena Keller would be the lead Prosecutor with Tracy Gaudenzi and Mary Kucharek as backup. All have many years of prosecution experience, including circuit and district court.

Our prosecutorial team is very active in keeping the police and fire departments for the municipalities with which she works updated on all current laws.

Mary commits that any reassignment of team members, including herself, will not occur unless consented to by the Village Manager and/or Village Council. The Village Manager and/or Village Council will be advised of any and all personnel changes, and the Village Manager and/or Village Council will have the opportunity to agree or disagree with any of the members of the team including the Primary Lead.

# Outstanding Organizational & Staffing Plan To Serve the Village of Lake Orion

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Legal matters rarely touch one aspect of the law, and the Village of Lake Orion needs have evolved and will continue to do so into the future. Our organization is strong and superbly qualified because of our personnel. Our integrated team is prepared to handle the complex matters that involve multiple genres of law at once.

Our commitment to client service is our number 1 goal, and in doing so, we propose the following attorney team:

## *Proposed Attorney Team*

Primary contact: Mary M. Kucharek, Lead Counsel  
Current Responsibilities: Village Attorney for the Villages of Lake Orion and Bingham Farms and City Attorney for the City of Orchard Lake Village, and one of the City Attorneys for the City of Birmingham which includes a wide range of municipal expertise such as general matters, FOIA, OMA, land use, construction and telecommunications, and various matters.

Primary Prosecutor: Dena Keller

Other Attorneys: Michael C. Gibbons, FOIA, OMA, MMLP assigned litigation, general litigation, personal injury issues representing municipal clients, Tax Tribunal work. Mike is lead counsel for the Village of Bingham Farms and the Bloomfield Village Association. He also has a wealth of experience with business and commercial law and litigation.

Tracy Gaudenzi-Backup and Prosecutions

Dena Keller – Backup and Prosecutions

Jeffrey K. Haynes – Environmental/Brownfield

Michael C. Gibbons – Labor and Employment and Litigation

Matt Haupt – Research Attorney and Litigation

Please see attached Resumes.

# Beier Howlett

ATTORNEYS AND COUNSELORS

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## MARY M. KUCHAREK

Co-Managing Partner  
3001 West Big Beaver Road  
Suite 600  
Troy, MI 48084

T: (248) 645-9400 F: (248) 282-1095  
E: mkucharek@bhlaw.us.com



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### PROFESSIONAL EXPERIENCE

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- Beier Howlett, P.C.-** Troy, Michigan **1997- present**  
*Shareholder, 2021-present*  
*Partner, 2012-2020*  
*Associate, 1997-2012*
- Village of Lake Orion, Village Attorney: 2016-present
  - City of Orchard Lake Village, City Attorney: 2011-present
  - Village of Bingham Farms, Village Attorney: 2025-present
  - City of Birmingham, City Attorney: 2020-present
  - Prosecutes ordinance violations for the Village of Lake Orion, City of Orchard Lake Village and the City of Birmingham.
  - Duties as prosecuting attorney include defending the Village/City ordinances, jury trials and amending, and drafting new ordinances.
- Law Office of Mary Kucharek-** Royal Oak, Michigan **1994-1997**  
*Solo Practitioner*
- Practice focused on the area of criminal defense, representing clients through all facets of the criminal process (misdemeanors, felonies, OUIL, license restoration etc.).
- Medical Legal Consulting-** Royal Oak, Michigan **1994-1997**  
*Medical Consultant*
- Reviewed and summarized records in medical malpractice and personal injury cases (both plaintiff and defense).
  - Provided detailed research and medical background for particular medical conditions
  - Provided analysis of the liability picture for clients.
- Oakland County-** Pontiac, Michigan **1992-1994**  
*Assistant Prosecuting Attorney*
- Duties consisted of the prosecution of misdemeanor and felony cases in Oakland County District Court, including bench and jury trials, felony exams, plea bargains, sentencing's, etc.

# Beier Howlett

ATTORNEYS AND COUNSELORS

## Macomb Hospital

1985-1997

*Registered Nurse*

- Patient care in a variety of clinical settings, including medical/surgical and rehab, among others.

## EDUCATION

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**University of Detroit-** Detroit, Michigan

1992

*Juris Doctor, Cum Laude*

**University of Detroit-** Detroit, Michigan

1989

*Bachelor of Science in Nursing, Summa Cum Laude*

**Macomb Community College-** Clinton Township, Michigan

1985

*Associate degree in nursing, Magna Cum Laude*

## ADMITTED TO PRACTICE

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- Michigan- 1992
- U.S. District Court- 2020

## ACCOMPLISHMENTS

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- Village Attorney for the Village of Lake Orion
- City Attorney for the City of Orchard Lake Village
- Village Attorney for the Village of Bingham Farms.
- City Attorney for the City of Birmingham
- Named to Best Lawyers of America 2026
- Named as Lawyer of the Year 2026 for Municipal Litigation
- Named to 2025 Best Lawyers
- Named to 2024 Best Lawyers
- Named to 2022-2023 The Marquis Who's Who
- Named to 2021 "Notable Women in the Law" by Crain's Detroit Business
- Member of the 2017 Class of 'Women in the Law' by Michigan Lawyers Weekly
- Jerome P. Cavanaugh Academic Scholarship (University of Detroit Law School)
- Order of the Barristers (University of Detroit Law School)
- First in Class University of Detroit Nursing School

## COMMUNITY ACTIVITIES

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- Oakland County Mental Health Authority-Board Member
- Moot Court Board-Past President
- Local community support
- Active in personal church community
- Active member in various school clubs in community
- Oakland County Bar Association Inns of Court Mentor

# Beier Howlett

ATTORNEYS AND COUNSELORS

- State Bar of Michigan
- Oakland County Bar Association
- District Court Bench-Bar Conference

# Beier Howlett

ATTORNEYS AND COUNSELORS

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## MICHAEL C. GIBBONS

Co-Managing Partner  
3001 West Big Beaver Road  
Suite 600  
Troy, MI 48084

T: (248) 282-1069 F: (248) 645-9344  
E: mgibbons@bhlaw.us.com



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### PROFESSIONAL EXPERIENCE

**Beier Howlett, P.C.**- Troy, Michigan

**1994- present**

*Shareholder*, January 2006-present

*Partner*, 2001-2005

*Associate*, 1994-2000

- Represents public and private sector clients including municipalities, school districts and business clients ranging in size from small, closely held businesses to large, multi-national corporations.
- Experienced in municipal litigation, labor relations and employment law, FOIA and OMA issues, general municipal issues (ordinance enforcement, First Amendment issues, land use and zoning), property taxes and Tax Tribunal proceedings, and general business and commercial matters.
- Significant civil litigation experience in all dispute resolution forums, including state and federal courts (trial and appellate), NLRB, MERC, EEOC, MDCR, as well as private arbitration and mediation.
- Prepare and help implement policies and procedures to comply with applicable laws and reduce likelihood of claims.
- Conduct workplace investigations and serve as an expert defense witness in employment discrimination claims.

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### EDUCATION

**Detroit College of Law (Now Michigan State University College of Law)** - Detroit, Michigan **1994**  
*Juris Doctor*

**University of Michigan**- Dearborn, Michigan **1989**  
*Bachelor of Arts*- Economics

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## ADMITTED TO PRACTICE

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- Michigan Bar- 1994
- U.S. Court of Appeals, 6<sup>th</sup> Circuit- 2004
- U.S. District Court, Eastern District of Michigan- 1994
- U.S. District Court, Western District of Michigan- 2002
- U.S. District Court, Eastern District of Wisconsin- 2007
- U. S. District Court, Northern District of Illinois- 2010

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## ACCOMPLISHMENTS

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- Named to the 2025 Class of “Leaders in the Law” by Michigan Lawyers Weekly
- Named “Go To Lawyer” in Business Litigation by Michigan Lawyers Weekly, 2025
- Named "Notable Leader in Employment and Labor Law 2023" by Crain's Detroit Business
- Named to "Best Lawyers in America" in 2023, 2024, 2025, 2026
- Named "Go To Lawyer" In Business Law 2022 by Michigan Lawyers Weekly
- Named “Leaders in the Law” 2025 by Michigan Lawyers Weekly
- Named Top Lawyer, dbusiness Magazine
- Publications:
- Co-Author of Navigating the Legal Waters of International Commerce-Michigan Bar Journal, March 2011

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## COMMUNITY ACTIVITIES

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- State Bar of Michigan
- Oakland County Bar Association
- Oakland County Bar Association Fellows Program
- Incorporated Society of Irish American Lawyers
- Michigan Counsel of School Attorneys
- Catholic Central Lawyers Alumni Association

# Beier Howlett

ATTORNEYS AND COUNSELORS

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## TRACY GAUDENZI

Associate  
3001 West Big Beaver Road  
Suite 600  
Troy, MI 48084

T: (248) 282-1073 F: (248) 645-9344  
E: tgaudenzi@bhlaw.us.com



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### PROFESSIONAL EXPERIENCE

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#### **Beier Howlett, P.C.- Troy, Michigan**

**November 2021- present**

*Associate Attorney*

- Assistant City Attorney for the City of Birmingham, City of Orchard Lake Village, and the Village of Lake Orion.
- Prosecutes ordinance violations for the City of Birmingham, the City of Orchard Lake Village, and the Village of Lake Orion.
- Defends City ordinances, jury trials and amending, and drafting new ordinances.
- Provides updates on legal issues and concerns to law enforcement.
- Review request for issuance of warrants and prepare Complaint and Warrants for entry with the Court.

#### **Torni Gaudenzi Law, PLLC- West Bloomfield/Farmington Hills Michigan.**

**2013-2021**

*Owner/Attorney*

- General Practice: Family Law, Criminal Defense, Estate Planning and Wills.
- Court Appointed Defense Attorney-48<sup>th</sup> District Court (2013-2021), 45<sup>th</sup> District Court (2019-2021), 46<sup>th</sup> District Court (2013-2021), 47<sup>th</sup> District Court (2019-2021)
- Managed office, caseload, calendar, and client contact.
- Conducted legal research.
- Drafted pleadings and client letters.
- Interviewed and evaluated potential clients.
- Negotiated with opposing counsel and interested parties.
- Filed pleadings at Court.

#### **Financial Services of America- Warren, Michigan**

**2011-2012**

*Associate General Counsel*

- Advised the Chief Executive Officer regarding legal matters.
- Directly and solely responsible for all corporate and regulatory compliance issues related to business strategy and policies.

# Beier Howlett

ATTORNEYS AND COUNSELORS

- Negotiated and drafted contractual documents including, in part, employment contracts, non-compete agreements, non-disclosure agreements, non-profit sponsorship agreements, leases, and purchase and sales agreements.
- Conducted legal research.
- Investigated, evaluated, and responded to unemployment insurance claims.
- Managed and prepared compliance procedures and policies.
- Pursued outstanding debts owed to a company.
- Responded to OFIR and Attorney General regulatory complaints.
- Interviewed and evaluated outside counsel.

## **McAvoy Law Firm-** Taylor, Michigan

**2009-2011**

### *Associate Attorney*

- Litigation and trial experience.
- General Practice: Family Law, Criminal Defense, Estate Planning and Wills, and Bankruptcy.
- Managed own case-load, calendar, and client contact.
- Conducted legal research.
- Drafted pleadings and client letters.
- Interviewed and evaluated potential clients.
- Negotiated with opposing counsel and interested parties.
- Filed pleadings at Court.

## **Michael L. Bars & Associates-**Waterford, Michigan

**2004-2009**

### *Associate Attorney/Law Clerk*

- Litigation and Second Chair trial experience.
- Managed heavy case-load and maintained close client contact.
- Conducted legal research.
- Drafted legal documents and client letters.
- Interviewed and evaluated potential clients.
- Negotiated with opposing counsel and interested parties.
- Filed pleadings at Court.

## **EDUCATION**

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### **University of Detroit Mercy School of Law-** Detroit, Michigan

**2005**

#### *Juris Doctor*

### **Albion College-** Albion, Michigan

**2002**

#### *Bachelor of Arts*

## **ADMITTED TO PRACTICE**

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- Michigan- 2005
- Eastern District of Michigan-2010

## ACCOMPLISHMENTS

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- Named to Best Lawyers of America 2026
- Member of the 2025 Influential Women of Law by Michigan Lawyers Weekly
- Named to 2025 Best Lawyers
- Criminal Justice Security and Privacy Certification
- Past St. Thomas More Society Board Member
- Women's varsity soccer team for Albion College-Team inducted into Hall of Fame in 2013
- Women's Law Caucus Member
- Studied in Venice, Italy

## COMMUNITY ACTIVITIES

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- National District Attorneys Association
- State Bar of Michigan
- Criminal Law Section-State Bar of Michigan
- Oakland County Bar Association
- Executive Board Member at local preschool
- PTA member and volunteer at local elementary

# Beier Howlett

ATTORNEYS AND COUNSELORS

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## DENA KELLER

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Associate  
3001 West Big Beaver Road  
Suite 600  
Troy, MI 48084

T: (248) 282-1081 F: (248) 645-9344  
E: dkeller@bhlaw.us.com



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## PROFESSIONAL EXPERIENCE

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### **Beier Howlett, P.C.-** Troy, Michigan

**2025- present**

*Associate, September 2025-present*

- City Prosecutor for the City of Birmingham, City of Orchard Lake Village, and the Village of Lake Orion.
- Advise and collaborate with opposing counsel, police officers, and victims.
- Write, research, and argue legal briefs.
- Conduct trials, evidentiary hearings, formal hearings, and plea negotiations.
- Substantial trial experience.
- Substantial experience pertaining to drug prosecution and search and seizure.

### **Macomb County Prosecutors Office-** Macomb, Michigan

**1998-2025**

*Principal Trial Attorney*

*Drug Unit-Chief*

*Warrants Division-Deputy Chief*

*Family Domestic Violence Unit- Deputy Chief*

*Circuit Court*

*District Court*

*Juvenile Division*

*Appellate Unit*

- Worked in conjunction with DEA, FBI, HSI, Border Patrol, and joint task forces involved in Circuit, District, Drug Unit, and Juvenile Court.
- Conducted and prepared for probable cause conferences, pretrials, preliminary exams, evidentiary hearings, and jury trials as well as termination trials, preliminary inquiries, dispositional reviews, release of parental rights, post-termination reviews, and related hearings in abuse/neglect matters.
- Researched, wrote, reviewed, and argued legal issues involving state and federal law.
- Reviewed police reports to make expedient charging decisions in authorizing or denying all warrants including homicides submitted by police departments in Macomb County.
- Vertically prosecuted drug, domestic violence, and juvenile cases from authorization of warrants through trial.

# Beier Howlett

ATTORNEYS AND COUNSELORS

- Prosecuted homicide and multi codefendant criminal enterprise cases.
- Trained narcotics police crews as well as MSP forensic scientists, DEA, police academy cadets and interns on search and seizure, expert testimony, surveillance, drug trends, report writing, medical marijuana, and how to testify at trial.
- Trained police officers on juvenile substance abuse issues.
- Supervised, trained, and monitored second chair prosecutors and unit staff attorneys.

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## EDUCATION

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**Detroit College of Law (Now Michigan State University College of Law) - Detroit, Michigan**     **1995**  
*Juris Doctor*

**Michigan State University- Lansing, Michigan**     **1988**  
*Bachelor of Arts*

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## ADMITTED TO PRACTICE

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- Michigan Bar- 1995

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## ACCOMPLISHMENTS

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- Effective leader, promoting teamwork, communication, and a positive work environment.
- Specialized knowledge of search and seizure issues.
- Exceptional interpersonal skills and ability to establish a rapport with coworkers, judges, police officers, and social service agents.

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## COMMUNITY ACTIVITIES

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- State Bar of Michigan
- Oakland County Bar Association
- Macomb County Bar Association

# Beier Howlett

ATTORNEYS AND COUNSELORS

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## JEFFREY K. HAYNES

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Partner  
3001 West Big Beaver Road  
Suite 600  
Troy, MI 48084

T: (248) 282-10070 F: (248) 645-9344  
E: jkhaynes@bhlaw.us.com



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### PROFESSIONAL EXPERIENCE

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- |  |                      |
|--|----------------------|
| <b>Beier Howlett, P.C.-</b> Troy, Michigan   | <b>2000- present</b> |
| <i>Partner</i> <ul style="list-style-type: none"><li>• Environmental litigation.</li><li>• Environmental law.</li><li>• Municipal law.</li><li>• Criminal (environmental).</li><li>• Appellate and general civil practice.</li></ul> |                      |
| <b>Rentrop, VanderKloot, Haynes &amp; Morrison-</b> Bloomfield Hills, Michigan   | <b>1992-2000</b>     |
| <ul style="list-style-type: none"><li>• Environmental litigation.</li><li>• Environmental law.</li><li>• Appellate and general civil practice.</li></ul>   |                      |
| <b>VanderKloot &amp; Haynes, P.C.-</b> Bloomfield Hills, Michigan  | <b>1983-1992</b>     |
| <ul style="list-style-type: none"><li>• Environmental litigation.</li><li>• Commercial litigation.</li><li>• Real estate.</li><li>• Probate.</li><li>• Appellate and general civil practice.</li></ul>                               |                      |
| <b>Siudara, Rentrop &amp; Martin-</b> Bloomfield Hills, Michigan   | <b>1979-1983</b>     |
| <ul style="list-style-type: none"><li>• General practice with emphasis on municipal, environmental, plaintiff personal injury and labor law.</li></ul>   |                      |
| <b>Karaganis &amp; Gail, Ltd.,-</b> Chicago, Illinois  | <b>1977-1979</b>     |
| <ul style="list-style-type: none"><li>• Complex federal environmental litigation, negligence and products liability defense litigation, and commercial and corporate law.</li></ul>  |                      |

# Beier Howlett

ATTORNEYS AND COUNSELORS

**Environmental Law Reporter-** Washington, D.C. **1976-1977**

- Associate Editor

**Municipal Affairs and Social Services Division-** State of Michigan **1975**

- Assistant Attorney General

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## EDUCATION

**The University of Michigan Law School-** Ann Arbor, Michigan **1975**  
*Juris Doctor*

**The University of Michigan-** Ann Arbor, Michigan **1972**  
*Bachelor of Arts with high distinction*

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## ADMITTED TO PRACTICE

- Michigan- 1975
- Illinois-1978 (to 2019)
- District of Columbia- 1979 (to 2019)
- U.S. Supreme Court- 1979
- U.S. Sixth Circuit Court of Appeals- 1988
- U.S. Seventh Circuit Court of Appeals- 1977
- U.S. Federal Circuit Court of Appeals- 2004
- U.S. Eastern District of Michigan- 1986
- U.S. Western District of Michigan- 1997
- U.S. Northern District of Illinois- 1978
- U.S. Court of Federal Claims- 1997

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## ACCOMPLISHMENTS

- Fellow, American College of Environmental Lawyers (2013-present)
- Fellow, Michigan State Bar Foundation
- Editor, Michigan Environmental Law Deskbook, Second Edition (2010)
- Authored chapter on Michigan Environmental Protection Act in the Michigan Environmental Law Deskbook
- Best Lawyers in America-Environmental Litigation & Environmental Law (1989-present)
- Michigan Super Lawyers (2007, 2012-present)
- Who's Who in American Law (2007-present) & Who's Who in America (2008-present)
- Michigan Department of Natural Resources and Environment, Environmental Advisory Council (2007-2010)
- State Bar of Michigan, Environmental Law Section, Distinguished Service Award (1996)

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## COMMUNITY ACTIVITIES

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- State Bar of Michigan, Environmental Law Section (Chair 1987-1988, Council Member 1981-1985, 1989-1995, 2006-2012)
- Oakland County Bar Association, Environmental Law Committee (Chair 1990-1991)
- American Bar Association- Vice Chair, Ethics Committee, Section on Natural Resources, Energy and Environmental Law (1993-1998)
- Kiwanis Club of Royal Oak-Chair, Major Emphasis Committee (1987-1990); Chair, Youth Services Committee (1985-1990, 1997-1998); Board of Directors (1987-1989, 1995-1997, 2001-2011); Treasurer (2011-2017)
- Oakland County Bar Association- Environmental Law Committee (Chair, 1990-1991)
- East Michigan Environmental Action Council-Board of Advisors (1979-1987, 1988-2009)
- Club Scout Pack 1607- Committee Chair (1991-1996)
- Boy Scout Troop 1610- Assistant Scoutmaster (1999-2003)
- WKBD TV 50- Earthworks Advisory Board (1991-1994)
- Kirk in the Hills Presbyterian Church- Elder (2012-2014); Music Committee (2012-present); Chair, Acoustics Committee (2016); Chancel Choir (2000-2017)

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## SEMINARS

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- Emerging Riparian Access Issues, seminar on Water (Troy, 2003)
- So Your Client Wants to Get an Injunction (Environmental Law Section, 2007)
- Speaker at numerous continuing legal education seminars and programs
- Adjunct lecturer in environmental law, The University of Michigan-Dearborn (1987-2016)

# Beier Howlett

ATTORNEYS AND COUNSELORS

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## MATTHEW T. HAUPT

Associate  
3001 West Big Beaver Road  
Suite 600  
Troy, MI 48084

T: (248) 282-1063 F: (248) 645-9344  
E: mhaupt@bhlaw.us.com



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### PROFESSIONAL EXPERIENCE

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**Beier Howlett, P.C.-** Troy, Michigan

**2025- present**

*Associate*

- Provides comprehensive legal expertise and advises clients on estate planning strategies, including wills, trusts, deeds, and powers of attorney, to protect assets and ensure smooth transitions.
- Draft and review comprehensive estate planning documents, customizing wills, trusts, and powers of attorney to address family dynamics, asset protection, tax efficiency, and probate avoidance.
- Represent clients in probate proceedings, guiding families through estate administration and court processes to efficiently settle estates.
- Counsel personal representatives and trustees on fiduciary responsibilities, ensuring compliance with Michigan probate and trust laws.
- Assist in trust administration, including asset distribution, trust funding, and resolving beneficiary disputes.
- Handle contested probated matters, negotiating settlements and advocating for clients in probate court when necessary.
- Conduct legal research and analysis on complex estate and probate issues to provide strategic guidance to clients.

**Mihelich & Kavanaugh, PLC-**St. Clair Shores, Michigan

**Feb. 2024-Jan. 2025**

*Associate*

- Advise clients on the creation and execution of estate planning documents, ensuring compliance with state and federal laws.
- Represent clients in probate court and family law disputes, advocating for fair outcomes in contested matters.
- Represent clients on estate administration, including managing probate proceedings, filing required documents with the court, and ensuring proper distribution of assets to beneficiaries.
- Conduct legal research on estate law, tax implications, and asset protection, providing clients with strategic legal counsel.
- Provide comprehensive legal counsel on trust administration, including the management and modification of revocable trusts while ensuring fiduciary compliance.

# Beier Howlett

ATTORNEYS AND COUNSELORS

## **Troy School District- Troy, Michigan**

**Jan. 2023-Present**

### *School Board Trustee*

- Advocate for equitable education policies and procedures to improve student outcomes across Troy's diverse student body.
- Oversight of a community approved \$555 million bond to address aging infrastructure district-wide and provide modern learning environments for all students, demonstrating leadership in education policy and resource and resource equity.
- Part of the "District Policy Committee" and "Board Liaison for the District Improvement Team."
- Collaborate with educators, parents, and community members to develop initiatives promoting deep learning within district classrooms, while fostering equity and inclusivity for all students.

## **Sirius XM/Pandora**

**Apr. 2013- Feb. 2024**

### *Senior Manager, Client Services*

- Led, developed, and managed a high-performing team of eight Account Managers and Associate Account Managers, overseeing and generating over \$50M in annual advertising revenue.
- Analyzed and assessed media-relevant contracts, including insertion orders, data privacy agreements, ad-serving agreements, and other third-party contracts.
- Excelled in a fast-moving environment, driving initiatives with substantial complexity to completion and using strong business judgment for revenue-impacting decisions.
- Empowered team members to handle internal and external conflicts and issues independently through coaching and mentoring.
- Served as the office "Culture Carrier" actively facilitating employee experience initiatives while in-office, fostering a positive and inclusive work environment.
- Involved member of culture groups such as PRIDE (LGBTQIA+) and MIXTAPE (diversity, equity, and inclusion).

## **EDUCATION**

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### **Wayne State University Law School-Detroit, Michigan**

**2022**

#### *Juris Doctor*

### **Michigan State University- Lansing, Michigan**

**2007**

#### *Bachelor of Arts- Economics*

## **ADMITTED TO PRACTICE**

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- Michigan Bar- 2022

## **ACCOMPLISHMENTS**

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- Board member for the Troy School District, January 2023-Present
- Received the MASB Certified Board Member Award and the MASB Award of Merit.
- Participated in the Immigration Appellate Advocacy Clinic and the Community Advocacy Clinic at Wayne State University Law School

## COMMUNITY ACTIVITIES

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- State Bar of Michigan
- Member of the Elder Law & Disability Rights, Probate and Estate Planning, and LGBTQ+ Law sections of the State Bar of Michigan
- Oakland County Bar Association
- Member of the Probate, Estate, and Trust Committee, New Lawyers Committee, and PALS Committee of the Oakland County Bar Association
- Macomb County Bar Association

## Attorney Team And Resources

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**ATTORNEYS ASSIGNED TO SERVICE ACCOUNT:**

Mary M. Kucharek (Primary), Tracy Gaudenzi, Michael C. Gibbons, Dena Keller

**SPECIALITY ATTORNEY:**

Jeffrey K. Haynes, Environmental Law and Brownfield Matters

Michael C. Gibbons, Labor and Employment related matters, Business/Commercial law, and General Litigation

Tracy Gaudenzi and Dena Keller, Prosecutorial Attorneys

**FIRM RESOURCES:**

Library, computers, in-person staffing five days per week, fax machine, copiers, scanners, file room with adequate space.

**STAFF PROVIDING SERVICE:**

Janine A. Cochran, Legal Assistant/Paralegal  
Specialty: Municipal and litigation with over 35 years' experience.

Erin Miller, Legal Assistant  
Specialty: Municipal and litigation

Beth Ryan, Office Manager

**LICENSED ATTORNEYS:**

Beier Howlett has a total of 8 attorneys who are all licensed through the State Bar of Michigan

## Tab 4 – Staffing

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### *Paralegals and Support Staff*

Beier Howlett has one Legal Assistant, and one Legal Assistant/Paralegal, whose is an affiliate member of the State Bar of Michigan – Paralegal/Legal Assistants' Section. Each can assist the Village in general municipal matters and litigation including, but not limited to maintaining court dockets, drafting and amending ordinances, contracts, warrants and complaints, legal research, drafting letters, resolutions, reports, memoranda, pleadings, and various real estate documents.

Beier Howlett also has experienced support staff as well as other partners and associates who complement our attorneys in providing legal services to our clients. The firm has an extensive library that includes State and Federal materials as well as online researching capabilities including, but not limited to the proficient use of Westlaw, Institute of Continuing Legal Education and various periodicals.

Beier Howlett is quick to respond to our municipalities through memoranda or reports addressing new laws, bills, or concerns our clients may have.

Beier Howlett has adequate staff to serve the Village and will not have to add personnel.

## Tab 5 – Statement of Qualifications and Experience

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### *General Municipal Law Experience*

Our attorneys are experienced in reviewing, drafting and amending ordinances, and we are proficient in advising our clients regarding:

- Drafting, amending ordinances;
- Contract negotiations;
- Construction law;
- Municipal litigation;
- Municipal Prosecutions;
- FOIA and Open Meetings Act issues;
- Property tax appeals;
- Zoning and land use matters;
- Historic district law;
- Tax tribunal representation;
- Election procedures;
- Inter-governmental agreements;
- Brownfield Authorities;
- Downtown Development Authorities;
- Principal Shopping Districts;
- Corridor Improvement Districts;
- 425 Agreements;
- Cable television and telecommunications;
- Labor negotiations;
- Liquor License Matters;
- Tenure matters;
- Library matters; and,
- Cemetery laws.

Our municipal attorneys have substantial experience in attending all types of public meetings (including City Commission, Planning Commission, Board of Zoning Appeals and Historic District Board) and are familiar with Robert's Rules of Order and the preparation of motions and resolutions to assist council in conducting its business.

### *Labor and Employment Law Experience*

Our attorneys are experienced in various facets of labor law including, but not limited to:

- Labor Negotiations;
- Contract Administration;
- Labor & Employment Grievances;
- FMLA and State Leave Law requirements and interrelationship between FMLA, ADA and Worker's Compensation;
- COBRA;
- Worker's Compensation;
- Unemployment Insurance appeals;
- Unemployment litigation;
- Unfair Labor practice;
- Contract negotiations;
- Wage/Hour issues;
- Civil Rights Claims;
- Grievance Arbitrations;
- Public sector employment relations law (including state and federal wage and hour FLSA law);
- Fair Employment laws and regulations;
- HIPAA;
- Employee/Employer relationship from hiring to termination;
- Personnel policy and testing requirements;
- State/federal EEO issues;
- Whistleblower Complaints;
- Internal Investigations;

- State and local drug testing requirements;
- Mediation and interest arbitrations;
- Affordable Care Act;
- Separation Agreements and other employment agreements;
- Employee health and welfare benefits.

### *Real Estate Law*

- Municipal Acquisition of Property;
- Purchases & Sales;
- Leases;
- Easements;
- Construction Contracts; and
- Building Code;
- Construction Litigation.

### *Court Experience of Attorneys Assigned To Village Matters*

Our attorneys have appeared before:

- Michigan District and Circuit Courts, Court of Appeals and Supreme Court;
- Federal District and Circuit Courts, and United States Supreme Court;
- Sixth Circuit Court of Appeals;
- Michigan Employment Security Commission;
- Michigan Department of Civil Rights; and,
- Equal Employment Opportunity Commission.
- Michigan Employment Relations Commission;
- National Labor Relations Board;
- Michigan Occupational Safety and Health Administration;
- Michigan Public Service Commission;
- Michigan State Tax Commission; and,
- Michigan Tax Tribunal.

## Executive Summary: Attorneys – A Seasoned Team

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*Beier Howlett Firm Benefit* - Beier Howlett operates as a partnership amongst its attorneys, and we treat all clients as clients of the firm rather than one particular lawyer. While you will always have a single point of contact, having the entire firm available provides you with the bench strength the Village of Lake Orion requires. This interdisciplinary collaborative approach has earned Beier Howlett the highest accolades for our legal services and client relations time and time again.

*Passion and Commitment* – Beyond experience and professional skill, each of the attorneys at Beier Howlett is also passionate and dedicated to continuing to produce excellent results for the Village of Lake Orion. We are deeply committed to continue working collaboratively with the Village of Lake Orion and all of its stakeholders to protect the Village, find solutions to the Village's most difficult problems, and ensure the Village of Lake Orion remains as strong as possible long into the future.

*Long History* - Beier Howlett has served its clients in Michigan's tri-county area, across the state and nationally, since the firm's founding in 1903. Our attorneys are committed to the strictest personal and professional ethics as evidenced by the firm's AV rating in the Martindale Hubbell Law Directory. Our attorneys are passionately committed to the needs of our clients and focus on each client's background, circumstances and aspirations with respect to each matter and service provided. Our firm is organized as a professional corporation and currently has 8 attorneys, 2 of whom are shareholders. While Beier Howlett is a full service law firm, specializing in numerous areas, the remainder of this summary will be focused on municipal and other public sector areas.

*Clients We Serve* - Beier Howlett currently serves as Village Attorneys to the Village of Lake Orion and the Village of Bingham Farms, and City Attorney to the City of Orchard Lake Village and to the City of Birmingham. We also represent Dearborn Public Schools and Lincoln Consolidated Schools. Our attorneys are experienced in providing legal opinions to municipal clients, and we are proficient in ordinance drafting, contract negotiations, construction law, municipal litigation, prosecution, property tax appeals, zoning and land use matters, historic district law, tax tribunal representation, election procedures, intergovernmental agreements, Brownfield Authorities, Downtown Development Authorities, Principal Shopping Districts, Corridor Improvement Districts, 425 Agreements, FOIA and Open Meetings Act issues, cable television and telecommunications, and labor and employment matters. Our municipal attorneys have substantial experience in attending all types of public meetings (including City/Village Council, City Commission, Planning Commission, Board of Zoning Appeals and Historic District Board) and are familiar with Robert's Rules of Order and the preparation of motions and resolutions to assist the Village in conducting its business.

*Seasoned Attorneys* - Our attorneys have appeared before the United States Supreme Court, Michigan Supreme Court, Michigan Court of Appeals, and Sixth Circuit Court of Appeals, as well as the U.S. District Courts, numerous State of Michigan Circuit and District Courts, Michigan Employment Security Commission, the Michigan Department of Civil Rights, the Equal Employment Opportunity Commission, Michigan Employment Relations Commission, the National Labor Relations Board, the Michigan Occupational Safety and Health Administration, the Michigan Public Service Commission, Michigan State Tax Commission and the Michigan Tax Tribunal.

## Other Experience, Important References & Reputation

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We are proud to bring to your attention the relevant experience and unique attributes Beier Howlett attorneys can offer the Village of Lake Orion. All of our attorneys engage in the Oakland County Bar Association activities and continuing education. We are encouraged to participate in the Institute for Continuing Legal Education (ICLE) seminars. The firm also subscribes to Lawyers Weekly and Crain's publications and receives periodic training on legal research. Beier Howlett maintains an extensive law library with regular updates on relevant topics of law, as well as staying current with the latest technological advances to streamline office functions.

Mary Kucharek takes great time and effort to know her clients on a very deep level. Probably her proudest moment is when her clients offered statements which, as a result, named her a Crain's Most Notable Women in Law.

*"As a Board Member of our Oakland Community Health Network (OCHN), which provides services & supports to 27,000 persons in Oakland County who are developmentally disabled, suffer from Substance use, mental illness, or children with severe emotional disturbances or autism, Mary has worked tirelessly, with exceptional energy, in helping us evolve how we provide our services and in how we work with the various court, the guardians, the jails, and in introducing and driving evolutionary change in how we collaborate to better coordinate services to help these people we all serve with the intent to improve effectiveness and reduce recidivism. She really is amazing."*

~ Jonathan Landsman, Board Chairman ~  
Oakland Community Health Network

*"Mary has an incredible depth of knowledge, always ready with valuable resources needed for efficient and effective deliberation. She is the epitome of the "caring Lawyer", with a professional and intelligent style, a sharp wit, and a confident presence so critical to a body of decision makers."*

~ Ken Van Portfliet ~

Michael C. Gibbons has successfully defended and advised municipalities regarding numerous torts that have occurred throughout the years. Mike is also very familiar with the Tax Tribunal work and has created a great working relationship with the Oakland County taxing authorities, thereby helping municipalities to be in the best position possible when dealing with tax appellate actions.

In addition to labor and employment laws, Mike Gibbons is highly experienced in business and commercial transactions which the Village likely engages in every day, and litigation of disputes that may arise in those areas. Commercial issues regularly arise with respect to termination issues, contract/warranty breaches, required notices, cure rights, exculpatory contract provisions, just to name a few. Mike's work in both the public and private sectors definitely positions him to advise the Village of all business and commercial transactions.

Jeff Haynes has unique environmental law knowledge and experience like no other. Working as a professor at U of M Dearborn and contributing to many environmental law books used widely by other attorneys, empowers Jeff to be one of the greatest foremost environmental attorneys in the state, if not the country. Jeff has argued before the United States Supreme Court and has used his abilities to obtain favorable outcomes for many legal battles of municipalities.

- ❖ For decades, Beier Howlett has maintained the highest rating of "AV" in Martindale Hubbell.
- ❖ Our firm has been named "Best Lawyers, Best Firm" by U.S. News & World Report 2020-2021.
- ❖ Our firm has been named "Best Law Firm" 2024 by Best Lawyers.

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*"Beier Howlett, P.C. provides the City with excellent and timely legal advice on all matters related to governmental functions. What a great team of municipal lawyers to have on your side."*

*~ Gerry McCallum ~  
City of Orchard Lake Village  
Director of City Services*

## Tab 6 – Reasons Why Beier Howlett should be considered

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Specific reasons why the Village of Lake Orion should continue legal services with the law offices of Beier Howlett is because we are uniquely positioned to know and understand the Village and its needs. We have served the Village of Lake Orion since 2016 with appreciation for the economy and limited resources of the Village of Lake Orion. Our attorneys, especially Mary Kucharek, have served the Village with exceptional care, diligence, and thoughtfulness, consistently mindful of the legal fees charged to the Village. Over the years of serving the Village, the law offices of Beier Howlett has addressed a variety of unique issues, consistently striving to meet the specific needs of both residents and the Council with thoughtful care and consideration, particularly in a community distinguished by its historic and unique properties. The Village's needs will remain unique, particularly in recognizing and addressing land ownership as it relates to the lake and lakefront property owners. The Village will continue to have unique needs regarding the relationship with the DDA and its Board of Directors. The Village will continue to have unique needs regarding the potential to become a City and all that will be needed to navigate that change. The Village will continue to have unique needs in maintaining the historic preservation of all of its areas and sites that have been designated historic landmarks or districts.

Beier Howlett, through its attorneys, specifically Mary Kucharek, has a thorough knowledge and unique position to know the Village's concerns, priorities, and players. Over the years, the law offices of Beier Howlett have had the privilege of serving the Village of Lake Orion, gaining a unique understanding of its distinct character, valuable assets, and vibrant community, recognizing that it stands apart from other municipalities while it sits within the larger Township. By continuing a relationship with Beier Howlett, the Village will save not only time, but financial resources as Beier Howlett will not require a learning curve because we have already been walking with you for the past 9 years.

Finally, we have the unique opportunity to continue a relationship working with not only the Village Council, but the Village Manager. The Lead Attorney and the Village Manager have a familiarity with a great working relationship which at the end of the day saves the Village financially and with time expediency.

## Tab 7 - Client References

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### **City of Orchard Lake Village**

3955 Orchard Lake Rd., Orchard Lake, MI., 48323  
(248) 682-2400

Mr. Gerry McCallum, Director of City Services  
Email: [DCS@CityofOrchardLake.com](mailto:DCS@CityofOrchardLake.com)

Police Chief Jeffrey Gomez  
Email: [policechief@cityoforchardlake.com](mailto:policechief@cityoforchardlake.com)

Contract Start Date & Duration: 2011 to present  
Type of contract: Full municipal legal services  
Role in representation: City Attorney

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### **Village of Bingham Farms**

2455 Thirteen Mile Rd., Suite 190, Bingham Farms, MI 48025  
(248) 644-0044

Ms. Jamie Moore, Village Manager  
Email: [jmoore@binghamfarms.org](mailto:jmoore@binghamfarms.org)

Contract Start Date & Duration: 2025 to present  
Type of contract: Full general municipal legal services  
Role in representation: Village Attorney

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### **City of Birmingham**

151 Martin Street, Birmingham, MI 48009  
(248) 530-1800

Ms. Jana L. Ecker, City Manager  
Email: [jecker@bhamgov.org](mailto:jecker@bhamgov.org)

Police Chief Scott Grewe  
Email: [sgrewe@bhamgov.org](mailto:sgrewe@bhamgov.org)

Contract Start Date & Duration: 1958 to present  
Type of contract: Full municipal legal services  
Role in representation: City Attorney

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## **Dearborn Public Schools**

18700 Audette St., Dearborn, MI 48124  
(313) 827-3021

Dr. Glenn Maleyko, Superintendent  
Email: [maleykg@dearbornschools.org](mailto:maleykg@dearbornschools.org)

Contract Start Date & Duration: 2003 to present  
Type of contract: Full school legal services  
Role in representation: General Counsel and Labor/Employment Counsel

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## **Bloomfield Village Association**

3595 Bradway Boulevard, Bloomfield Village, MI 48301  
(248) 594-8376

Ms. Cathy Weissenborn, Village Manager  
Email: [villagemanager@bloomfieldvillage.net](mailto:villagemanager@bloomfieldvillage.net)

Contract Start Date & Duration: 2012 to present  
Type and size of contract: Full association legal services  
Role in representation: Legal Counsel

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Additional references available upon request.

## Tab 8– Conflict of Interest / Qualifications

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Beier Howlett currently serves as Village Attorneys for the Village of Lake Orion and Village of Bingham Farms and City Attorney for the City of Orchard Lake Village and City of Birmingham. Additionally, we represent Dearborn Public Schools and Lincoln Consolidated Schools. Our attorneys are experienced in providing legal opinions to municipal clients, and we are proficient in ordinance drafting, contract negotiations, construction law, municipal litigation, prosecution, property tax appeals, zoning and land use matters, historic district law, tax tribunal representation, election procedures, inter-governmental agreements, Brownfield Authorities, Downtown Development Authorities, Principal Shopping Districts, Corridor Improvement Districts, 425 Agreements, FOIA and Open Meetings Act issues, cable television and telecommunications, and labor negotiations and tenure matters. Our municipal attorneys have substantial experience in attending all types of public meetings (including City/Village, Council, City Commission, Planning Commission, Board of Zoning Appeals and Historic District Board) and are familiar with Robert's Rules of Order and the preparation of motions and resolutions to assist the Village in conducting its business.

Beier Howlett does not currently represent any client where we believe our representation would conflict with our ability to serve the Village of Lake Orion, nor has the firm represented any such client at any time in the past.

If we believe there is a potential conflict of interest, our attorneys will, at the first notion, determine carefully whether a conflict exists. If one potentially exists, we will discuss the issue with the Village Manager and/or Village Council as necessary and find a solution acceptable to the Village. We believe our team's strong ethics and commitment to integrity makes ours a respected law firm. Because we firmly believe in the importance of ethics, we voluntarily drafted an Ethics Ordinance for the Village, gratis, after consulting with the Village of Lake Orion.

Our firm does not represent any real estate developers doing business with or anticipated doing business with the Village of Lake Orion.

To ensure we are proactive, we continually work to identify any potential conflicts of interest by utilizing a billing software program to search for conflicts. When new cases arise, we contact each member of our firm as to any potential conflicts.

We believe Beier Howlett has no adverse interest to the Village of Lake Orion.

## Tab 9– Day-to-Day Activities

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Mary Kucharek:

Beier Howlett identifies Ms. Mary M. Kucharek as Primary Lead for all day-to-day activities. It is our belief that integrity, communication and exceptional legal intellect are the cornerstones for effective client service. To that end, we envision that all work to be performed for the Village of Lake Orion comes from the direction and collaboration from the Village Manager, Council, and as directed, Boards and administration and/or employees of the Village. Mary will conduct legal research and draft opinions as directed by the Village. It is anticipated that as Lead Attorney for the Village, she will attend meetings on behalf of the Village as directed by the Village Manager.

Tracy Gaudenzi and  
Dena Keller:

Tracy Gaudenzi and Dena Keller will handle all day-to-day activities involving prosecutorial matters. This includes, but is not an exhaustive list, communicating with the Police Chief and Police Officers to discuss cases and provide education. The two attorneys will also be prepared for all court appearances on behalf of the Police Department and attend any meetings or educational meetings at the direction of the Police Chief and/or Village Manager.

Other Attorneys:

At times it is best to delegate certain types of Village projects for specialty legal work. In this case, Mike Gibbons would perform most of the delegated work regarding labor and employment issues and complex contract issues. Tracy Gaudenzi and Matt Haupt would also provide backup services for legal research and, if needed, to attend meetings if Ms. Kucharek has a conflict.

As a practical matter, if Mary Kucharek could not return a call or discuss an issue of immediacy with the Village within 24 hours, she would assure that another Beier Howlett attorney is there to answer all of the needs of the Village in a timely manner.

## Tab 10- Insurance

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### **Worker's Compensation and Unemployment Compensation Insurance Coverage**

Beier Howlett guarantees to maintain worker's compensation and unemployment compensation insurance coverage for our employees at all times while providing legal services to the Village of Lake Orion. Please see attached Certificate of Insurance.

### **General Liability and Professional Liability Malpractice Coverage**

Beier Howlett guarantees to maintain general liability and professional liability malpractice coverage for its employees of not less than \$1 million at all times and general liability insurance for not less than \$1 million per occurrence while providing legal services to the Village. Please see attached.

Please see attached.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/13/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23  Brighton MI 48114-9861		<b>CONTACT NAME:</b> Certs@PCIAonline.com <b>PHONE (A/C, No, Ext):</b> (800) 969-4041 <b>E-MAIL ADDRESS:</b> Certs@PCIAonline.com		<b>FAX (A/C, No):</b> (800) 969-4081	
<b>INSURED</b>  Beier Howlett, PC 3001 W Big Beaver Road Suite 6 Suite 200 TROY MI 48084		<b>INSURER(S) AFFORDING COVERAGE</b>			<b>NAIC #</b>
		<b>INSURER A:</b> National Fire Insurance Company of Hartford			20478
		<b>INSURER B:</b> Continental Casualty Company			20443
		<b>INSURER C:</b> The Continental Insurance Company			35289
		<b>INSURER D:</b> Coalition			
		<b>INSURER E:</b>			
		<b>INSURER F:</b>			

**COVERAGES**

CERTIFICATE NUMBER: 25-26 All

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			7038738971	03/01/2025	03/01/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
							BAIL	\$ 1,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			7038738971	03/01/2025	03/01/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			7038739571	03/01/2025	03/01/2026	EACH OCCURRENCE	\$ 5,000,000
							AGGREGATE	\$ 5,000,000
								\$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	7038738999	03/01/2025	03/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
D	Cyber Liability			25-110013250	03/01/2025	03/01/2026	Per Claim	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

For Informational Purposes Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Michael Cosgrove*

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/14/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

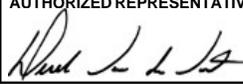
<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, LLC 300 S Riverside Plaza Ste 1500 Chicago IL 60606	<b>CONTACT NAME:</b> Abbi Vannatter <b>PHONE (A/C. No. Ext):</b> 312-704-0100 <b>E-MAIL ADDRESS:</b> abbi_vannatter@ajg.com	<b>FAX (A/C. No):</b> 312-803-7443
	<b>INSURER(S) AFFORDING COVERAGE</b>	
License#: 0D69293 PCBE00001	<b>INSURER A:</b> CorePointe Insurance Company	<b>NAIC #</b> 10499
<b>INSURED</b> Beier Howlett, P.C. 3001 W Big Beaver Suite 600 Troy MI 48084	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** 1537735011 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Lawyers Professional Liability			WPP1024528-13	10/19/2025	10/19/2026	Each Claim/Aggregate Deductible \$5M/\$5M \$25k

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 This is a claims-made policy.

<b>CERTIFICATE HOLDER</b>  For Informational Purposes Only	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 

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## Tab 11- Scope of Work and Exceptions

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Beier Howlett agrees to the Scope of Work and General Specifications outlined in the Request for Qualifications/Proposal and looks forward to continuing to provide legal services consistent with those requirements, as we have since 2016. Beier Howlett's sole exception is bond counsel services, which we believe requires highly specialized expertise. In our view, the Village should always retain separate bond counsel for such matters.

## Tab 12- Bar Complaints

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June 2025

A party in a decedent's estate submitted a request for investigation to the State Bar of Michigan, naming an attorney in our office. Beier Howlett's attorney represented the Personal Representative of the Estate. The sister of the Personal Representative refused to vacate the decedent's residence, prompting the initiation of eviction proceedings. After multiple unsuccessful attempts to remain in the home, the party filed a request for investigation. Following a review, the State Bar found no basis to take any action against our estate attorney and the matter was dismissed.

## Tab 13- Bankruptcy

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Beier Howlett has not been in bankruptcy, reorganization or receivership in the past five (5) years.

Tab 14- Has the term been terminated by any municipal client in the last 5 years?

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Beier Howlett has not been terminated by any municipal client in the last five (5) years.

## Tab 15 – Responsiveness and Accessibility

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Beier Howlett prides itself on accessibility of our attorneys and professional staff to our clients. Not only do our clients have accessibility to the attorney and paralegal staff email addresses, but our clients are also given our personal cell phone numbers and are encouraged to call or text with the promise of responsiveness as quickly as possible. Even if a conversation cannot be had immediately, a response of availability and the schedule is provided so that you will never have to wonder whether or not your attorney is aware of your needs. We aim to respond within an hour, but certainly within 24 hours for extreme cases.

We are ready and accessible to attend the Village's meetings.

We also believe communication of needs and expectations is paramount to a united relationship of attorney and client. To that end, we strive to complete projects and assignments promptly with articulation to meet the timing needs of the Village.

While Mary M. Kucharek will be your primary contact, Tracy Gaudenzi and the other professional attorneys in the firm work as a team to continuously support our clients in the case of illness, turnover, or loss of personnel. Beier Howlett has been able to maintain relationships with our clients, some for as long as 80 years, because of this availability and commitment to partnership with our municipal clients.

## Tab 16 – Familiarize with Current Issues

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Mary M. Kucharek, as the current Village Attorney for the Village of Lake Orion, is familiar with all current issues of the Village and would again articulate that we have served the Village of Lake Orion since 2016 with appreciation for the economy and limited resources of the Village of Lake Orion. Our attorneys, especially Mary Kucharek, have served the Village with exceptional care, diligence, and thoughtfulness, consistently mindful of the legal fees charged to the Village. Over the years of serving the Village, the law offices of Beier Howlett has addressed a variety of unique issues, consistently striving to meet the specific needs of both residents and the Council with thoughtful care and consideration, particularly in a community distinguished by its historic and unique properties. The Village's needs will remain unique, particularly in recognizing and addressing land ownership as it relates to the lake and lakefront property owners. The Village will continue to have unique needs regarding the relationship with the DDA and its Board of Directors.

The Village will continue to have unique needs regarding the potential to become a City and all that will be needed to navigate that change. The Village will continue to have unique needs in maintaining the historic preservation of all of its areas and sites that have been designated historic landmarks or districts.

Beier Howlett, through its attorneys, specifically Mary Kucharek, has a thorough knowledge and unique position to know the Village's concerns, priorities, and players. Over the years, the law offices of Beier Howlett have had the privilege of serving the Village of Lake Orion, gaining a unique understanding of its distinct character, valuable assets, and vibrant community, recognizing that it stands apart from other municipalities while it sits within the larger Township. By continuing a relationship with Beier Howlett, the Village will save not only time, but financial resources as Beier Howlett will not require a learning curve because we have already been walking with you for the past 9 years.

We have the unique opportunity to continue a relationship working with not only the Village Council, but the Village Manager. The Lead Attorney and the Village Manager have a familiarity with a great working relationship which at the end of the day saves the Village financially and with time expediency.

## Tab 17 – Conflict of Interest

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Beier Howlett does not currently represent any client where we believe our representation would conflict with our ability to serve the Village of Lake Orion, nor has the firm represented any such client at any time in the past.

If we believe there is a potential conflict of interest, our attorneys will, at the first notion, determine carefully whether a conflict exists. If one potentially exists, we will discuss the issue with the Village Manager and/or Village Council as necessary and find a solution acceptable to the Village. We believe our team's strong ethics and commitment to integrity makes ours a respected law firm. Because we firmly believe in the importance of ethics, we voluntarily drafted an Ethics Ordinance for the Village, gratis, after consulting with the Village of Lake Orion.

Our firm does not represent any real estate developers doing business with or anticipated doing business with the Village of Lake Orion.

To ensure we are proactive, we continually work to identify any potential conflicts of interest by utilizing a billing software program to search for conflicts. When new cases arise, we contact each member of our firm as to any potential conflicts.

We believe Beier Howlett has no adverse interest to the Village of Lake Orion.

## Appendix C

### Legal Services Request for Pricing

Pricing Component	Amount
A. *Hourly Rate for General Legal Services	\$175.00
B. **Hourly Rate for Prosecution Services	\$175.00
C. ***Provide or attach the firm's complete fee schedule for all other services not included above: 1. Environmental/Brownfield 2. Labor 3. Litigation	\$250.00 \$175.00 \$175.00

# Fee Schedule

**A. \*Hourly Rate**

\$175.00 per hour. Our hourly rates include, but are not limited to contract drafting and negotiations, drafting and amended ordinances and resolutions, general litigation and court matters, laws against discrimination, housing, subdivision and land use law, economic development activities including development and redevelopment, public disclosure issues, franchise law, arbitration and administrative hearings, property tax appeal matters, collective bargaining matters, annexation and real estate matters.

**B. \*\*\*Prosecution Services**

\$175.00 per hour. Our hourly rates include but are not limited to prosecuting violations of the Village's ordinances, which include, but are not limited to appearances in 52-3 District Court, representing the Village in all aspects of appeal, reviewing police case files, video and conversations with officers regarding cases, providing discovery, preparing ordinance amendments as needed.

**C. \*\*\*Litigation Hourly Rate \$175.00 per hour.**

**D. \*\*\*Environmental and Brownfield Rate \$250.00 per hour.**

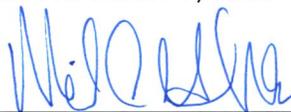
**E. Additional Costs.** In addition, the Village would be billed for any out-of-pocket expenses such as filing fees, recording fees, certification fees, appraisal fees and travel expenses. Fully detailed billings of fees and expenses will be submitted monthly and are payable monthly upon receipt.

Each month we provide legal services to the Village; we would provide the Village with a computer-generated statement itemizing the services and reflecting the time expended in increments of one-tenth (1/10) an hour. Costs advanced are also itemized in the monthly statement. Separate matter codes are utilized for easy reference and tracking to particular projects.

Depending on the volume and nature of the work needed by the Village, Beier Howlett is prepared to work with the Village to develop a different, creative fee approach, if that is the preference of the Village.

BEIER HOWLETT, P.C.

By:



Michael C. Gibbons, CEO

Dated: 10-16-2025