



Rick A. Manthe

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December 29, 2023

BY EMAIL

Village of Ridgeway
c/o Michele Casper, Village President

Re: Stafford Rosenbaum 2024 Rates for Legal Services

Dear Ms. Casper:

It has been a pleasure serving the Village in 2023 and we look forward to continuing our relationship in 2024. I write to inform you of our legal services rates for 2024. A schedule for our 2024 rates is attached.

We also want to make sure you are aware of our records retention policy. In 2016 our firm adopted a policy to retain all records in electronic format only. Retention periods for specific matter types are shown on the chart below.

Municipal Law Matter Type	File Retention Period (Years)
Municipal General	7
Municipal Condemnation	10
Municipal Collective Bargaining/Labor	10
Municipal Contracts	20
Municipal Eminent Domain	30
Municipal Employment	7
Municipal Environmental	7
Municipal Litigation	7
Municipal Ordinance Enforcement	7
Municipal Real Property - Land Use	30
Municipal Property Tax	7
Municipal Superfund Sites	Determined on a Case-by-Case Basis (7 minimum)
Municipal Utility	7

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Madison Office

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At the conclusion of a matter we will send any original documents to you if we have not already done so. As matters are closed, we will retain file documents in electronic format only until the expiration of the retention period specified above, at which time the file will be destroyed with no additional notice to you. Contact us at any time before the retention period expires if you would like us to provide you with a copy of all or any portion of the file before it is destroyed.

Please feel free to contact us if you have any questions.

Best regards,

STAFFORD ROSENBAUM LLP

A handwritten signature in black ink, appearing to read "Rick Manthe", with a long horizontal flourish extending to the right.

Rick Manthe

RAM:pcl

Attachment

cc: Lori Phelan, Acting Clerk-Treasurer (by email)

STAFFORD ROSENBAUM LLP

2024 MUNICIPAL GENERAL COUNSEL RATES

Type of Services	Description of Services	Hourly Rates	
General Municipal Law Services	Advising on issues of municipal law; attending meetings as directed; drafting municipal ordinances, resolutions, public construction contracts and other instruments as may be required; and performing such other duties as may be prescribed by law or requested.	Partners Associates Paralegals	\$240 \$210 \$150
Land Use and Development Related Services	Advising and representing in the review, processing and action on land use and development-related matters, including annexation, zoning, land division, tax increment financing and urban service area amendments; negotiating and drafting permits, agreements and other documents relating to land use and development issues.	Partners Associates Paralegals	\$310 \$250 \$150
Additional Services, including Litigation, Environmental and Labor and Employment Services	Rates charged for a particular matter will be <i>determined on a case-by-case basis.</i>	Partners Associates Paralegals	