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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** MATT ANASTASIA, FINANCE DIRECTOR  
**SUBJECT:** RESOLUTION: AUTHORIZING AGREEMENT WITH KATHLEEN FIELD ORR FOR LEGAL SERVICES  
**AGENDA:** MAY 16, 2023  
**DATE:** MAY 12, 2023

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**ISSUE**

Shall the Village authorize the execution of an agreement with Kathleen Field Orr for legal services.

**DISCUSSION**

During the creation of a TIF, the process requires a significant amount of legal requirements and statutory requirements. To make sure the process follows the legal requirements, an attorney who specializes in TIF's is brought on to manage this process. The Village has worked with Kathleen Field Orr in the past. Kathleen Field Orr is a highly respected attorney not only in the TIF realm, but in Municipal Law.

**COST**

The cost for legal services is \$225/hour and will be paid by the developer, Sugar Grove LLC.

**RECOMMENDATION**

Approve Resolution 20230516C Authorizing a Professional Services Agreement with Kathleen Field Orr for Legal Services for the Village of Sugar Grove.



**VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS**

**Resolution No. 20230516C**

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**A Resolution Approving a Professional Services Agreement with Kathleen Field Orr  
for Legal Services  
Village of Sugar Grove,  
Kane County, Illinois**

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Adopted by the  
Board of Trustees and President  
of the Village of Sugar Grove  
this 16th day of May, 2023.

Published in Pamphlet Form  
by authority of the Board of Trustees  
of the Village of Sugar Grove, Kane County,  
Illinois, this 16th day of May, 2023.

**RESOLUTION 20230516C**  
**A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT**  
**WITH KATHLEEN FIELD ORR FOR VILLAGE OF SUGAR GROVE, KANE**  
**COUNTY, ILLINOIS**

**BE IT RESOLVED**, by the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois as follows:

**WHEREAS**, a contract resolution agreement with Kathleen Field Orr for legal services; and

**WHEREAS**, the Village of Sugar Grove Board has determined that it is in the best interests of the Village to enter into this agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Sugar Grove, as follows:

1. That Village President Jennifer Konen or her designee is hereby authorized to sign all agreement forms and documents.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, on this 16th day of May, 2023.

**REPEALER:** All resolutions or portions thereof in conflict with this resolution are hereby repealed.

**SEVERABILITY:** Should any provision of this resolution be declared invalid by a court of competent jurisdiction, the remaining provisions will remain in full force and effect the same as if the invalid provision had not been a part of this resolution.

**EFFECTIVE DATE:** This resolution shall be in full force and effect on and after its approval and passage.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois this 16<sup>th</sup> day of May, 2023.

\_\_\_\_\_  
Jennifer Konen  
President of the Board of Trustees  
of the Village of Sugar Grove, Kane County, Illinois

ATTEST: \_\_\_\_\_  
Alison Murphy  
Clerk, Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Heidi Lendi	_____	_____	_____	_____
Trustee Matthew Bonnie	_____	_____	_____	_____
Trustee Sean Herron	_____	_____	_____	_____
Trustee James F. White	_____	_____	_____	_____
Trustee Sean Michels	_____	_____	_____	_____
Trustee Michael Schomas	_____	_____	_____	_____
Village President Jennifer Konen	_____	_____	_____	_____

LAW OFFICE  
**KATHLEEN FIELD ORR**  
2024 Hickory Road  
Suite 205  
Homewood, Illinois 60430  
312.382.2113

KATHLEEN FIELD ORR  
[kfo@kfoassoc.com](mailto:kfo@kfoassoc.com)

April 25, 2023

Mr. Matt Anastasia  
Finance Director/Treasurer  
Village of Sugar Grove  
160 South Municipal Drive  
Suite 110  
Sugar Grove, Illinois 60554-9594

*Re: Village of Sugar Grove*

Dear Mr. Anastasia:

Thank you for the opportunity to offer my services to the Village of Sugar Grove in connection with the administration and implementation of the Village's Tax Increment Financing District ("TIF").

Three years ago, I became Of Counsel to the law firm of Ottosen, DiNolfo, Hasenbalg & Castaldo, Ltd. ("*Ottosen Law*") with offices in Naperville, Homewood and Elburn, Illinois. Ottosen concentrates in local government law, including municipal, school, public safety and public pension law. As a full-service governmental law firm, it has the breadth and scope of practice to provide back-up to me thereby assuring prompt responses to all matters. It is a well-suited affiliation because I have practiced solely in the area of municipal law since 1974 and currently, I am working with more than 100 TIF Districts located in over 45 municipalities in the State of Illinois.

As municipal attorneys, we are called upon daily to draft resolutions, ordinances, regulations to allow municipalities to utilize various economic development tools such as special service areas, business districts, real estate tax abatements, sales tax sharing and, most often, tax increment financing. Having served numerous municipalities involving economic development over the past four decades, we have also acquired substantial experience in drafting economic incentive and redevelopment agreements, zoning codes, planned unit developments and annexation agreements. I, as well as Ottosen Law, have worked extensively in the area of municipal finance and tax exempt financing, including the issuance of developer notes, tax increment revenue bonds, business district bonds, special service area bonds as well as general

obligation bonds. Currently, Ottosen Law serves as Village Attorney of Oakbrook, Bellwood, Stone Park, Bloomingdale, Roselle and Manhattan and I serve as City Attorney of the United City of Yorkville; and, Village Attorney for the Villages of Flossmoor, Carbon Cliff and West Dundee.

I have been an active member of the Illinois Tax Increment Finance Association and serve on its Board of Directors and its Program Committee. I am a frequent speaker at conferences on economic development all over our State. I have also attached my resume along with a list of clients and references for your convenience.

Our fees for services are \$225.00 per hour; however, we do not seek reimbursement for facsimile transmissions, photocopies or long distance telephone calls. Should you request my attendance at any meeting, you are charged for travel time; however, we do not expect any client to absorb any meals or costs of necessary accommodations should scheduling require an overnight stay.

I am available to answer any questions you might have and/or meet with you if you believe that that would be advantageous.

Very truly yours,

KATHLEEN FIELD ORR

*Attachments*

## *Biography*

**KATHLEEN FIELD ORR** has focused her law practice in the area of local government law and has concentrated in all areas of municipal law and municipal finance. She has worked extensively in economic development, dealing with innovative financial incentive programs pertaining to residential, commercial, recreational and industrial development. She is currently a member of the Local Government Section Council of the Illinois Bar Association, and is a member of the Board of Directors of the Illinois Tax Increment Association. In addition to serving as Special Counsel to approximately 40 municipalities in the State of Illinois, she has served as the Village Attorney of the Village of Park Forest, the Village of Matteson, City Attorney of the City of Calumet City and Corporation Council of the City of Chicago Heights. She is currently serving as City Attorney of the United City of Yorkville, and Village Attorney of the Village of West Dundee, the Village of Carbon Cliff and the Village of Flossmoor. She continues to serve the Park Forest Housing Authority since its organization in 1988; the Berwyn 9-1-1 Emergency Telephone Board since its inception in 1987; and, the Park Forest Public Library since 1979.

## **LIST OF CLIENTS OF KATHLEEN FIELD ORR**

Village of Andalusia  
Village of Annawan  
Village of Bellwood  
Berwyn 911 Emergency Telephone System Board  
City of Bloomington  
Village of Bloomingdale  
City of Calumet City  
Village of Carbon Cliff  
City of Colona  
Village of Divernon  
Village of Durand  
City of East Moline  
Village of Elizabeth  
Village of Flossmoor  
Village of Hillside  
Village of La Grange Park  
Village of Lake Villa  
Village of Lake Zurich  
City of Lanark  
Village of Lena  
City of LeRoy  
Village of Malta  
Metro West Council of Government  
Village of Midlothian  
Village of Montgomery  
City of Mount Carroll  
Park Forest Housing Authority  
Park Forest Library  
Village of Port Byron  
Village of Roselle  
City of Rock Island  
Village of Saunemin  
Village of Savanna  
Village of Savoy  
Village of Shiloh  
Village of Sugar Grove

*Cont'd*

Village of Sherman  
Stephenson County  
Village of Stockton  
City of Wood River  
Village of Warren  
Village of West Dundee  
Village of Woodhull  
City of Woodstock  
United City of Yorkville

## REFERENCES

**Paul Christenson, Assistant City Manager/Finance Director**

**Garrett Anderson, Economic Development Director**

City of Woodstock, 121 W. Calhoun Street, Woodstock, Illinois 60098 (815) 338-4300

[pchristensen@woodstockil.gov](mailto:pchristensen@woodstockil.gov)

[ganderson@woodstockil.gov](mailto:ganderson@woodstockil.gov)

**Joe Cavallaro, Village Manager**

Village of West Dundee, 102 South Second Street, West Dundee, Illinois 60118 (847)551-3800

[jcavallaro@wdundee.org](mailto:jcavallaro@wdundee.org)

**Thomas R. Henderson, Executive Director** *Illinois Tax Increment Association*

133 So. 4th Street, Suite 204, Springfield, Illinois 62701-1239 (217) 523-4905

[thenderson@illinois-tif.com](mailto:thenderson@illinois-tif.com)